

# OPEN POSITION

## Parks & Recreation Director – Full-Time

Delhi Township, OH

**Date Posted:** April 22, 2020

**Deadline to Apply:** May 22, 2020

**Job Title:** Parks & Recreation Director

**Position Type:** Full-Time

**Job Location:** Fire Headquarters  
697 Neeb Road

**Salary:** \$55,000 - \$70,000 per year (DOQ)

**Hours:** Monday – Friday 8:00am – 4:30pm

**Population:** 29,510

Delhi Township, located in the western portion of Hamilton County, is accepting applications for the position of Parks & Recreation Director. The Parks & Recreation Director works under the direct supervision of the Township Administrator.

Currently the Delhi Township Parks & Recreation Department maintains and operates close to 150 acres of park property within the Township.

The Parks & Recreation Director is responsible for the development and monitoring of all park and recreation programs and projects in Delhi Township as well as oversight of all park property. The Director must maintain good working relationships with all Township employees, with civic groups, and residents as well as with other governmental agencies.

The Parks & Recreation Director also oversees the use and rental of the Delhi Lodge and Delhi Senior and Community Center and serves as the Township representative with all external volunteer and community groups making use of park facilities.

The Park & Recreation Director must be comfortable working outdoors and able to operate vehicles and power equipment, such as mowers, tractors, twin-axle vehicles, snow blowers, chain saws, sod cutter, weed eaters, and pruning saws. The Director must be able to use common hand and power tools, including but not limited to, drill, saws, screwdrivers, and hammers. The Director must be able to care for established lawns by mulching, aerating, weeding, trimming, or edging around flower beds, walks, or walls.

This position requires a bachelor's degree from an accredited college or university with a preferred major in a park or recreational field or its equivalency and a minimum of five years' work experience with park and recreation programs with at least two years in a managerial position. Employee must be proficient in the use of Microsoft Office products and familiar with budgetary and accounting software programs. Must possess and retain a valid driver's license and be insurable through the Township's insurance carrier.

### How to Apply:

Submit a cover letter, resume, and an employment application to the HR Director. Applications will be accepted through May 22, 2020. Application can be downloaded from the Delhi Township website at [www.delhi.oh.us](http://www.delhi.oh.us) as well as viewing the full job description.



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THE FLORAL PARADISE OF OHIO