



The City of Rocklin  
invites your interest for the position of

# Parks and Recreation Manager

Final Filing Date: October 13, 2024

\$102,632 - \$139,878 annually

Effective July 2025- Salary will increase 2.0%



# CITY OF ROCKLIN

The Department of Parks and Recreation promotes quality recreational, cultural, and outdoor experiences for the Rocklin community and its visitors. The City maintains 37 developed parks and another 200 + acres of open space. The department also offers a variety of community classes and programs.

## THE POSITION

The City of Rocklin's incumbent Parks and Recreation Manager is retiring in the fall of 2024, and the City seeks to fill this vacancy with a dynamic individual who is passionate about Parks and Recreation and will bring a blend of strategic leadership, operational expertise, and community engagement skills to enhance our parks and recreation services.

## WHO WE'RE LOOKING FOR

This position demands a blend of proactive leadership with a passion for enhancing community spaces and a strong commitment to delivering high-quality recreational services and park maintenance operations. As our next Parks and Recreation Manager, we need a:

- **Extensive Experience in Parks and Recreation Management:** Proven track record in managing, directing, and evaluating major park services and recreation programs, with experience in overseeing large-scale park maintenance programs, Park Capital Improvement Programs, land acquisitions, and the development of design standards and initial plans.
- **Strategic Planning:** Demonstrated ability to develop long-term plans for parks that address dynamic needs and provide a vision for future improvements.
- **Financial and Administrative Skills:** Experience in preparing, administering, and monitoring departmental budgets; and proficiency in managing procurement processes, contracts and service agreements, reviewing expenditures, drafting policies and handling administrative duties.
- **Customer Service and Problem Resolution:** Strong skills in addressing difficult or sensitive complaints and requests from the public with professionalism and responsiveness.
- **Leadership and Team Management:** Proven ability to manage, train, and evaluate personnel within assigned program areas and experience in overseeing the work of contract consultants and ensuring high performance. Skilled in managing multidisciplinary teams and contractors, developing staff, and fostering a collaborative work environment to ensure operational excellence.





# YOUR NEXT CHALLENGE IN ROCKLIN

This role offers an exciting opportunity to take work on key initiatives, including the implementation of the current Parks and Trails Master Plan and the development of a new master plan for multiple community parks.

In addition, the candidate will play a pivotal role in the phased improvements outlined in the Sunset Whitney Recreation Area (SWRA) Master Plan. Other exciting projects include activating the highly anticipated Whitney Community Park Pump Track, which is expected to be completed in late 2024 or early 2025.

## THE ROCKLIN COMMUNITY

The people who live and work in the City of Rocklin are the heart of the community and have built a special place for residents and visitors. Rocklin is a preferred place for business and living due to its convenient location, excellent schools, diverse mix of housing, abundant parks and recreational opportunities, and the highest commitment to public safety. This year Rocklin was the 9th safest City in the state according to safewise.com. In 2022 Rocklin was named as one of top 100 Cities to live in America by Money Magazine, and was named the best place in Placer County to raise a family by Niche.com. Family Circle magazine named Rocklin one of the “10 Best Towns” for families in America (the only California city on the list). Rocklin’s outstanding educational system includes Rocklin Unified, one of the top-ranked unified school districts in the state, as well as Sierra College, ranked first in Northern California for transfers to UC and CSU universities, and William Jessup University, a fast growing private, 4-year university.

The City of Rocklin is located in south Placer County at the intersection of Interstate 80 and State Highway 65, and is characterized by rolling hill terrain with panoramic views of the Sierra Nevada mountains to the northeast and the Sutter-Butte mountains to the west. Rocklin is located in proximity to many tourist locations and recreational amenities. It is within 20 minutes of Folsom Lake, 30 minutes of downtown and Old Sacramento, and less than 2 hours from Lake Tahoe, the Pacific Ocean, and the Bay Area. With an estimated population of 70,000 people, Rocklin is one of the fastest growing cities in California, with approximately 65% of its growth since 2000.

# RECRUITMENT INFORMATION

A bachelor's degree from an accredited four-year college or university with major coursework in recreation, business, public administration, or a closely related field;

AND

Five (5) years of increasingly responsible experience in recreation or public administration, parks or landscape maintenance, or a closely related field, which included at least two (2) years of supervisory experience.



## BENEFITS

- **Generous Compensation:** City contributions of up to \$1,200 per month towards CalPERS Medical plans, fully paid dental and vision for you and your dependents, with additional benefits including a \$300/month cafeteria plan.
- **Leave Accruals:** You will enjoy 64 hours of management leave annually, 12 sick days, 15 vacation days the first year, and 10 paid holidays.
- **Comprehensive Retirement Coverage:** CalPERS Pension per PERL; City contributions of up to \$1,200 per month towards CalPERS post-retirement medical insurance. and matches up to \$150 per month towards a 457 plan.
- **Rock'in Health & Wellness Programs**
- **Holistic Wellness:** Access to various City provided programs such as nutrition courses, chair massages, Yoga, book club, and a garden club.
- **Professional Development:** Engage in training opportunities



## APPLY TODAY!



Ready to make a significant impact in Rocklin? Submit your application and resume to [governmentjobs.com/careers/rocklinca](https://governmentjobs.com/careers/rocklinca) by **October 13, 2024**. Discover more about our thriving community and career opportunities at [rocklin.ca.us](https://rocklin.ca.us) or reach out to Rocklin Human Resources at (916) 625-5055 for more information.

The City of Rocklin is an Equal Opportunity Employer and encourages applicants from diverse backgrounds to apply. Many job classifications require a pre-employment medical screening. Depending on the job classification, medical screening may include testing for drugs, including but not limited to marijuana; a positive test may result in revocation of an employment offer.