
**TOWN OF RAYMOND
DIRECTOR OF PARKS AND RECREATION**

The Town of *Raymond* is seeking a Full-Time *Director of Parks and Recreation*. The Director of Parks and Recreation is responsible for the development, implementation, and administration of comprehensive community recreation programs. Work involves scheduling programs and facilities, maintaining program records and preparing reports, and handling program publicity and public relations. Work also involves overseeing the maintenance of municipal park areas. Work is performed under the general supervision of the Town Manager subject to review through observation, reports and results achieved.

The successful candidate must have the ability to establish and maintain effective working relationships with people of all ages, incomes, and backgrounds; thorough knowledge of the principles, techniques, practices, and current trends of planning, supervising, and evaluating community-based recreational and cultural activities for persons of all ages and be able to apply them in accordance with Town policies; plan and develop innovative, cost-effective programs to meet the community's recreation, cultural, and leisure service needs, and prepare and administer operating and capital budgets; ability to recruit, train, and supervise subordinate personnel effectively.

The candidate must possess a bachelor's degree in Recreation/Leisure Services Management or related field; 3-5 years in a progressively responsible capacity in the field of recreation of leisure services preferably in a municipal setting; and supervisory experience; or any equivalent combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

For a complete job description, please review on our website.

The Town of Raymond offers an excellent pay and benefit package. Salary range is between \$70,000.00 and \$82,000.00 based upon experience.

SUBMISSION DEADLINE

Open Until Filled

To be considered for employment with the Town of Raymond applicants must complete the [Town's Application](#) for Employment along with a resume and a cover letter to Betsy Oulton at betsy@hrmaineconsulting.com.

The Town of Raymond is an Equal Opportunity Employer