



CULLMAN COUNTY COMMISSION

VACANCY ANNOUNCEMENT

VACANCY	POSTING DATE	CLOSING DATE
EXEMPT POSITION	5/10/2024	POSTED UNTIL POSITION IS FILLED (POSTED FOR A MINIMUM OF 7 DAYS)
JOB TITLE	DIRECTOR	
DEPARTMENT	PARKS & RECREATION	
STATUS	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary/Seasonal	
PAY GRADE	Salaried Position; Pay determined by the Commission based on experience and qualifications. This is a “non-classified” position that serves at the pleasure of the Commission.	
POSITION DESCRIPTION	<p>The employee plans, directs and implements the overall administration of a well-rounded Park & Recreation program that meets the needs of the County. Prepares budget analysis, cost projections and cost-benefit analysis, managing complex projects, communicating clearly and concisely, both orally and in writing; training, evaluating and instructing staff; operating office equipment, including computers and associated software applications.</p>	
REQUIREMENTS FOR POSITION	<ul style="list-style-type: none"> • Ability to plan, organize, direct schedule, supervise and review activities of assigned staff. • Ability to analyze problems, evaluate alternatives and make sound decisions and recommendations; follow problems through to resolution. • Ability to present clear and concise oral and written reports. • Ability to learn, retain, interpret and apply pertinent provisions of the parks rules and regulations, park policies and other laws related to human resources administration. • Ability to exercise good judgement and make appropriate decisions. • Basic knowledge of project management and risk management. • Knowledge of relevant local, state, and federal laws. • Skills in budgeting and public financial management. • Must be able to make presentations to the public regarding park operations and goals. • Ability to forecast annual expenses, revenues, and trends for the Parks. • Must possess a valid Alabama driver’s license and have a driving record that meets standards set by the county’s insurance carrier. <p>This is a “safety-sensitive” position. Successful candidate must pass a pre-employment drug test and will be subject to random unannounced drug testing throughout employment with the County in a “safety-sensitive” position.</p>	
EDUCATION	Must possess a high school diploma or equivalent. Prior experience in park & recreation management, etc. preferred.	
HOW TO APPLY	<p>Employment applications are available on our website at www.co.cullman.al.us , or from the Personnel Department at the County Courthouse, 500 2nd Ave SW-Room 109, Cullman, AL 35055.</p> <p>Completed employment application, with current resume (if applicable) must be returned to the Cullman County Commission Personnel Department. May be delivered in person or:</p> <p style="text-align: center;"> Mailed to: 500 2nd Ave SW, Cullman, AL 35055 Emailed to: personnel@co.cullman.al.us Faxed to: (256) 775-4670 The Personnel Department may be contacted at (256) 775-4884 </p>	

Cullman County Commission is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, disability, or any other protected status.