
JOB TITLE: Deputy Director of Parks and Recreation
AGENCY: County of Santa Clara
LOCATION: Los Gatos, CA
FILING DEADLINE: May 20, 2022
SALARY RANGE: \$165,494 – \$212,288 Annually

The Position

The Deputy Director of Parks and Recreation assists in the planning, supervision, and administration of the various activities of the County Park system, including Visitor Services and Facilities such as Rangers, Maintenance, Environmental Compliance, Specialty Parks, Strategic Partnerships and Volunteers. May serve as the department head in the absence of the Director.

The Ideal Candidate

The ideal candidate will be a strategic, solutions-oriented and diplomatic business partner able to build the trust and support of staff and the community. Strong leadership, diplomacy, and interpersonal skills are necessary to engage with the public, staff, and other County departments to ensure thoughtful and effective community engagement, collaboration, and implementation of best practices that benefit community programming and services. The successful candidate will be a change agent, assisting the Division as it continues to develop policies, processes and procedures that improve its services and support to residents. Excellent communication skills and a track record of building a high performing, team-oriented working environment is ideal. The selected candidate will have high integrity, and possess a passion for public service, serving communities at all levels and demographics; an entrepreneur from within who recognizes this opportunity to create and establish an effective and efficient administrative infrastructure for long-term success.

Key Attributes and Characteristics

- A focus on excellent customer service and community advocacy.
- Excellent written and verbal communication and interpersonal skills able to command confidence and respect while negotiating through complex issues and challenges.
- An effective manager of projects and people. A team builder and collaborator that exhibits leadership and a positive presence while building and maintaining effective relationships with a diverse staff and community population.
- Financial acumen to administer and identify budget problems, staff shortage, and devise procedural change and positive resolution. Must be solutions oriented.
- The ability to plan, organize, direct, coordinate and evaluate the staff and functions of a complex and comprehensive governmental parks and recreation department that includes a Park Ranger/law enforcement component.
- Politically astute, forward-thinking, resourceful, and an excellent staff manager who is able and willing to listen to and work collaboratively; a leader who understands the need to solicit buy-in and is sensitive to various community and populations to affect positive change and encourage park attendance to underserved residents.

About County of Santa Clara Parks

County Park's six-decade legacy of providing outstanding recreational opportunities in beautiful natural locations has resulted in one of the largest regional park systems in the California. Since the first County parkland was acquired in 1924, the Santa Clara County Park system has grown to include 28 regional parks encompassing over 52,000 acres of land. Our dedicated ranger, maintenance and interpretive staff are necessary complements to the overall park experience, taking an active role in the stewardship of the County's finest natural resources and waterways especially with the assistance from our 1,400 volunteers who selflessly donate more than 60,000 hours of labor each year.

For more details about this opportunity, please visit the job brochure at: <https://koffassociates.com/wp-content/uploads/2022/04/Rev2-Santa-Clara-County-DDPR.pdf>.

To be considered, please submit a resume, cover letter, and five work-related references (references will not be contacted in the early stages of the recruitment) at: <https://koffassociates.com/deputy-director-of-parks-recreation/>.

Resume should reflect years and months of employment, positions held, as well as size of staff you have managed.

For additional information, please contact:

Carlo Zabala at: (510) 342-3233

Email: czabala@koffassociates.com

Website: <https://koffassociates.com/>

The County of Santa Clara is an Equal Opportunity Employer and values diversity at all levels of the organization.