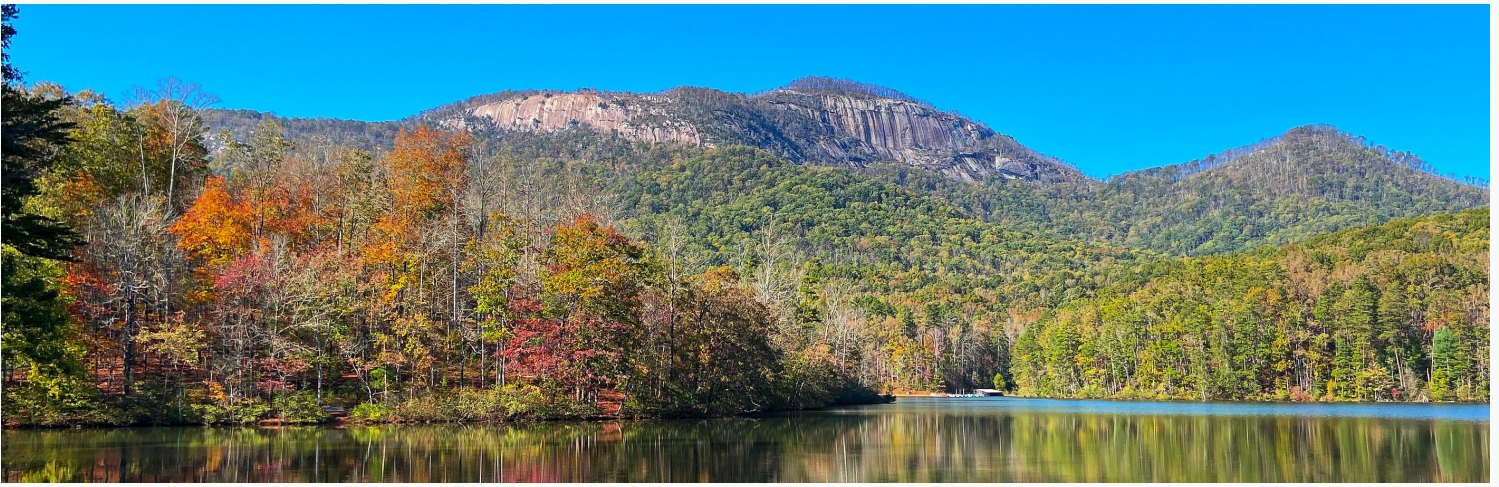




IS INVITING APPLICATIONS FOR THE POSITION OF **RECREATION DIRECTOR**

We are excited to announce this opportunity for an experienced Recreation Director who is capable of preserving and enhancing the existing high standards of community recreation for all ages and preparing the City of Pickens for the recreational needs of the future.



ABOUT Us

Pickens, South Carolina is the city "Where the Mountains Begin". This mountain town sits at the base of the beautiful Blue Ridge Escarpment in South Carolina, and offers a variety of activities for visitors and residents alike, including shopping, dining, cycling, hiking, and kayaking, just to name a few.

On June 15, 1869, a handbill distributed in South Carolina's Upcountry advertised the "Last Sale of Town Lots" for the new county of Pickens. The ad stated, "The location is most desirable, one situated on a beautiful plateau and surrounded by a fertile region, with thrifty inhabitants and the village rapidly growing."

The town of Pickens was founded in 1868 and named for the Revolutionary War hero General Andrew Pickens. Scottish-Irish settlers were the original inhabitants of the Pickens area, with a few traders who lived among the Cherokees. When the new Pickens was being created, Elihu Griffin offered 40 acres of his land for the courthouse; it was this land being offered for sale in the 1869 handbill.

Pickens is steeped in Appalachian and Native American culture. The roots of the City's heritage run deep, and can be seen in several unique historic places including the Hagood-Mauldin House, Hagood Mill, the Pickens County Museum, and Soapstone Church.

Pickens is an outdoor adventurer's dream. Cyclists can hit the Doodle Trail, a rails to trails partnership with the city of Easley, hikers can lace up their boots and head to Table Rock state park, Keowee-Toxaway state park, the Foothills Trail, or the Jocassee Gorges, and water lovers are less than 20 minutes away from three major lakes; Hartwell, Keowee, and Jocassee.

The City enjoys four distinct seasons with mild winters, and is just a short drive from several larger cities. Pickens is approximately 20 miles West of Greenville, South Carolina, 70 miles South of Asheville, North Carolina, and 143 miles Northeast of Atlanta, Georgia. The 2010 population of Pickens was 3,126 according to the U.S. Census Bureau.

While you are in town, take a moment and visit the downtown amphitheater located at 114 West Main Street. In addition, our brand new Town Creek Bike Park just opened off Sangamo Road – an off-road BMX-style bike park that is one of a kind! Take a walk on the Doodle Trail, or stroll down Main Street.

Welcome to Pickens!

THE CITY OF PICKENS

RECREATION DIRECTOR OPPORTUNITY

“The City of Pickens and Recreation Department is dedicated to fulfilling our mission of providing quality recreational experiences while administering the values of community image, human development, health and wellness, and cultural unity.”

The city seeks a Recreation Director who is a dedicated and ethical team player and can quickly gain the confidence of the community by building strong relationships with residents, the business community, City staff, City stakeholders, nearby communities and recreation departments. The director must possess the ability to build community trust through the development of partnerships and use of proven community-oriented programs. As a key member of the City Administrator's Leadership Team, the ideal candidate will demonstrate the ability to embrace change and help guide the community. The new Recreation Director is expected to provide leadership and professional insights to the following opportunities and challenges:

- Enhance communications with citizens by maximizing the appropriate use of social media, identifying effective ways for the department to interact with formal/informal citizen groups, and demonstrating transparency and consistency when communicating with the public.
- Identify implementable strategies for improving recruitment and retention of quality staff.
- Work proactively in partnership with other departments/community organizations to enhance the quality of life all citizens.
- Promote high morale within the department by developing a culture that is willing to listen to all ideas, utilizing effective communication skills and techniques for keeping staff informed, understanding the value of being visible to staff during routine and special events of the department, and demonstrating objectivity and accountability when dealing with staff issues and professional development opportunities.
- Provide professional input to the City Administrator concerning department needs.



THE CITY OF PICKENS

RECREATION DIRECTOR OPPORTUNITY

Candidate Qualifications:

- Bachelor's degree in recreation, physical education, Parks, Recreation or related field and five years' experience in recreation work or closely related field; or any equivalent combination of education, training, and experience.
- Possession or ability to gain possession of a valid South Carolina driver's license within 30 days of beginning employment.
- Possession or ability to gain possession of First Aid and CPR certification in the first 6 months.

Required knowledge, skills, and abilities include:

- Extensive knowledge of the principles, practices and procedures of recreation programs and activities.
- Knowledge of state, local and federal regulations pertaining to the correct layout/markings of ballfields.
- Thorough knowledge of management, planning and supervisory methods and procedures.
- Ability to communicate well verbally and in writing with City officials, staff, the public, and the news media.
- Ability to work well with other City officials, staff, and the public.
- Superior skills in organizing, directing, and supervising others.

Essential Duties:

- Supervises, directly or through subordinates, and participates in all department functions and activities.
- Plans, develops, and oversees the implementation of Department policies and procedures in accordance with applicable laws and ordinances.
- Develops and presents the requested budget for the Department. Manages the budget to assure effective and efficient use of budgeted funds, personnel, materials, equipment, facilities and time.
- Plans, implements, and directs all recreational activities for the City in order to better carry out the policies and goals of the City Council as communicated through the City Administrator; trains staff in all areas of operation, reviews Department performance and formulates programs and policies to promote effective, efficient service provision.
- Participates as a member on committees, project teams and performs other duties as assigned by the City Administrator.
- Communicates information on departmental operations to the City Administrator and attends city council meetings as requested by the City Administrator. Prepares reports in accordance with policies and procedures, and as requested by the City Administrator.



THE CITY OF PICKENS RECREATION DIRECTOR OPPORTUNITY

Compensation:

The starting annual salary for the Recreation Director for the City of Pickens will be market competitive depending upon the qualifications and experience of the selected candidate. Participation in state retirement system and a comprehensive benefits package will be provided.

How to Apply:

Interested candidates must submit by email a cover letter, resume, at least three job related references and salary history no later than 5:00p.m. on July 23, 2021 to: Kayla McJunkin, Human Resources, City of Pickens .Call 864-878-6421 or email kmcjunkin@pickenscity.com with any questions.

The City of Pickens is an Equal Opportunity Employer. The City of Pickens does not discriminate based on race, color, religion, creed, sex, gender, sexual orientation, age, marital status, or national origin.