

*Oquirrh Recreation and Parks District
dba Kearns Oquirrh Park Fitness Center*



Executive Director Opportunity

UNIQUE OPPORTUNITY

The Oquirrh Recreation and Parks District is seeking an Executive Director to embrace the vision, mission and values of the District. If you are a professional who embraces continuous improvement, team leadership and exceptional service to the employees and community you serve, we hope you will consider this outstanding career opportunity.



THE DISTRICT AND COMMUNITY

The Oquirrh Recreation and Parks District (District) is a special taxation local district as defined by the State of Utah governed by an elected Board of Trustees. It is independent of Kearns Metro Township and Salt Lake County. It operates the Kearns Oquirrh Park Fitness Center (KOPFC), located at 5424 S Cougar Lane, Kearns, UT. It provides recreation and parkway services primarily for the communities of Kearns, Taylorsville, West Jordan and West Valley City but also extends on a regional basis for recreational services. Annual operating budget is \$6 million, which is supported by approximately 50% user fees and 50% annual taxes. The District employs 17 full time benefited employees and up to 450 seasonal employees during the summer. The Center includes six (6) swimming pools, (3 indoor and 3 outdoor), 2 hot tubs, steam room, sauna, tennis center with 5 courts, 2 court basketball gymnasium, 11,000 sq. ft of cardio and weight rooms, 3 fitness class rooms and child care. In addition, the District operates an eight (8) acre park with a children's playground and picnic pavilion that is continuous to the Center. The Center is the hub of community activities and currently provides programs, activities and events for more than 1 million people per year.

The District has a unique relationship with the Utah Olympic Legacy Foundation (UOLF) in the District owns the Oval but has recently signed a 70 year lease with the UOLF. As part of the agreement, KOPFC members are allowed to use the indoor 440m track and ice skating during public times. The new Kearns Athlete Training and Event Center (KATEC), managed by both the District and UOLF, connect the Oval and KOPFC and house an expanded KOPFC cardio/weights area along with an US Olympic Speed Skating team training facility directly across the main lobby to encourage interaction and inspiration. The KATEC also includes the Element Event Center, which is co-managed by the Olympic Oval, to address the growing rental needs for community and business meeting rooms that will accommodate groups of all sizes.





IDEAL CANDIDATE AND QUALIFICATIONS

The Executive Director is responsible to fulfill the mission and adhere to the policies and procedures as set forth by the Oquirrh Recreation and Parks District Board of Trustees. Manage and direct the day-to-day operations, services, and personnel of the District. Create a positive work environment where personnel thrive and deliver results for the District. Ensure the financial stability and sustainability of the District. Foresee and plan for future opportunities for facilities and

services in the District. Promote effective relationships with the community and other local, state, and national agencies.

ESSENTIAL FUNCTIONS AND BASIC DUTIES:

- ◆ Oversee operations, services, and personnel of the District.
- ◆ Ensure optimal performance of facility personnel.
- ◆ Ensure the financial integrity and sustainability of the District.
- ◆ Develop and implement effective District planning.
- ◆ Establish professional business relationships in the community and other partner agencies.



MINIMUM QUALIFICATIONS:

- ◆ Graduation from an accredited four-year college or university with a bachelor's degree in Recreation, Business, Finance, Public Administration, or other degree with related experience.
- ◆ Seven years progressively responsible experience in an administrative managerial position of a comparable government organization or local district.
- ◆ Must be bondable and pass a background check.
- ◆ Extensive knowledge of operation procedures of recreational facilities or other comparable facilities.
- ◆ General knowledge and background of recreation/aquatic/fitness programs.
- ◆ Understanding of community and local government organizations and their role in programs and facility planning.
- ◆ General business, marketing, management, finance, and accounting knowledge including budgeting activities.
- ◆ Excellent public relations, public speaking, and communication skills.
- ◆ Analytical and creative thinking abilities.
- ◆ Proven strong leadership and supervisory abilities.
- ◆ Ability to coordinate and cooperate with other business and government entities.
- ◆ Ability to function as a leader and team player.



COMPENSATION AND BENEFITS

- Salary range \$92,186 to \$138,278 annually - DOQ
- Participation in the Utah Retirement System
- Vacation and sick time
- Generous medical, dental and vision programs
- Long-term disability insurance
- Life insurance of \$50,000
- Professional development and training opportunities
- Employee assistance program
- **No relocation reimbursement.**

Please submit resumes to Patti Hansen at phansen@kopfc.com.
Closing date is Sunday, September 27, 2020 at midnight.