



Town of
Apple Valley
California

DIRECTOR OF PARKS & RECREATION

TOWN OF APPLE VALLEY

THE TOWN OF APPLE VALLEY



Incorporated in 1988, the Town of Apple Valley, CA is located in the heart of the Victor Valley in the County of San Bernardino, at an elevation of 3,000 feet. Known as the “High Desert”, Apple Valley is strategically located 95 miles northeast of the Los Angeles metropolitan area, 140 miles north of San Diego, and 185 miles south of Las Vegas. The Town has 78 square miles in it incorporated boundaries, and a sphere of influence encompassing 200 square miles.

Apple Valley experiences an average of 350 days of sunshine per year with winter temperatures dipping into the low 20s to high 70s, and summer temperatures ranging from the low 40s through 110 degrees Fahrenheit.

Currently, 70,924 (2013) residents make Apple Valley their home. Once a playground of movie stars, Apple Valley continues to provide a wide range of reasons for families to make Apple Valley their home.

PARKS & RECREATION DEPARTMENT

With a staff of 162, the Town of Apple Valley’s Parks and Recreation Department staff work so others can play by providing a full spectrum of recreation, sport, educational and equestrian programs for children, teens, adults and families.

The Department is also responsible for designing, operating and maintaining public facilities that include the Apple Valley Golf Course, Town Hall Recreation Center, Conference Center, Horesemen’s Center, James Woody Community Center and Gymnasium, 11 parks and playgrounds, and numerous ball fields. Classes, special events, after school programs, swim lessons, and sports tournaments and leagues are just some of the programs the department provides to the residents of Apple Valley.

THE POSITION

Under administrative direction the Director of Parks and Recreation plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Parks and Recreation Department, including maintenance and operations of parks and related facilities, recreation programs, special events, municipal golf course & Town facilities; coordinates assigned activities with other Town departments, officials, outside agencies, and the public; fosters cooperative working relationships among Town departments and with intergovernmental and regulatory agencies and various public and private groups; provides highly responsible and complex professional assistance to Town management staff in areas of expertise; and performs related work as required.

EXCITING FUTURE DEVELOPMENT ACTIVITIES:



Prop 68 grant funding of \$8.4 million for a new park to begin construction in May 2024, design firm already selected.



Historical trails project in the heart of town celebrating our history.



Additional trails and equestrian campground project.



New performing arts and cultural center under development, recently acquired.



“ Providing a Better Way to Play”

EDUCATION AND EXPERIENCE

Education: Equivalent to graduation from an accredited four-year college or university with major coursework in recreation, physical education, business or public administration, or a related field. Master's degree is highly desired.

Experience: Seven (7) years of experience in community services and recreational programs, including three (3) years of considerable supervisory or administrative experience.

COMPENSATION AND BENEFITS

As of January 1, 2023, the base salary is \$134,616 to \$190,212 annually. In addition to the base salary, the Town offers:

- Cafeteria Plan up to the amount of \$13,200 annually towards the purchase of medical, dental, and vision coverage.
- 80 hours of administrative leave per fiscal year.
- 80 hours of accrued vacation during first year.
- 13 paid holidays, plus 3 floating holidays.
- 9/80 Work Schedule.
- Town paid life insurance of \$50,000.
- Optional life insurance up to \$300,000.
- Public Employees' Retirement System (PERS) 2% @ 55 plan for qualified "classic" employees as defined by CalPERS - employee contribution (7%) with prior public service; new members to PERS participate in a formula of 2% @ 62 - employee contribution (6.25%).
- 125 Flex Benefits Plan.
- Retiree Health Savings Plan.

For additional information, please visit: www.applevalley.org



APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this exceptional career opportunity, submit your résumé, cover letter, and a list of four work-related references to Human Resources by emailing hr@applevalley.org, by **5:00 pm on Monday, July 10, 2023**. Résumé should reflect years and months of employment, as well as size of staff and budgets you have managed.

Those individuals determined to be the most ideally suited for the opportunity will be invited to interview with the Town during the month of **July 2023**.

Appointment is expected **August 2023**.



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