

POSITION AVAILABLE

Parks and Recreation Director

Alleghany County is currently accepting applications for the Parks and Recreation Director. An employee in this class performs a variety of administrative, supervisory, and professional duties in the management of parks and recreation activities for the County. The employee develops and plans work operations, prepares and monitors the department budget and hires and supervises part-time and seasonal personnel and volunteers. Work involves considerable planning and coordination for a variety of youth team sports and leagues including recruitment of coaches, officials and volunteers and evaluation of the program's effectiveness. Work also includes responsibility for the recreation center, fairground operations; and landscape maintenance of parks and athletic fields. Work requires extensive public contact with public and private organizations, local officials, and the general public in the promotion, development, and direction of the parks, recreation programs and facilities. The employee is subject to the hazards in parks and recreation work including working in both inside and outside environments. Duties may also expose the employee to human body fluids in emergencies and are covered by the OSHA requirements of bloodborne pathogens. Work is performed under the supervision of the County Manager and Chief Operations Officer and is reviewed through conferences, reports, and feedback from the community. A complete job description is available upon request.

Education & Experience: Graduation from a four-year college or university with a Bachelor's degree in recreation administration, physical education, or related field, and considerable experience in a public recreation program including supervisory experience; or an equivalent combination of education and experience. Must have a valid driver's license. Successful candidate will be subject to pre-employment drug testing, criminal background check and DMV driving record check. Position will also be subject to random drug and alcohol testing for duration of employment.

Starting salary is \$63,000 with permanent status after a successful six-month probation period. Full-time benefits include County-provided health, basic vision, life insurance, long term disability, holiday, sick and vacation pay plus retirement participation in the NC Local Government Retirement System.

Applications are available at the Human Resources Office, 348 South Main Street, RM 60; the Finance Office, 348 South Main Street, LL60 or LL70, Sparta; and online at www.alleghanycounty-nc.gov . Applications should be returned to Tiffany Boyer, Human Resource Officer, at P.O. Box 366, Sparta, NC, or emailed to Tiffany.Boyer@alleghanycounty-nc.gov . Applications will be accepted until 5:00 p.m. on August 24, 2026. Alleghany County is an EOE.