

The Borough of Elmwood Park is seeking a Director for the Recreation and Parks Department

TITLE: Director of Parks and Recreation

DEPARTMENT: Parks and Recreation

GENERAL SUMMARY: Under general direction of the Borough Administrator, through the Mayor and Council: direct and manage the Parks and Recreation Department by performing professional, administrative, and supervisory work in the planning, development, promotion and operation of a comprehensive public recreation and parks system.

MINIMUM REQUIREMENTS:

Education/Experience/Training

- Equivalent combination of education, experience and/or training which provide the knowledge, skills and abilities necessary to perform the essential functions of the position and required work.

Licenses/Certifications/Registrations

- Valid NJ driver's license is required
- CPR Certification

REPORTS TO: Borough Administrator

FLSA STATUS: Exempt

DATE: September 2024

**Please submit Resumes to Borough Administrator Michael Foligno [mfoligno@elmwoodparknj.us](mailto:mfoligno@elmwoodparknj.us)**

**Please include a cover letter and indicate your desired salary. Resumes will be accepted until August 12, 2024.**