



PARK REGION MANAGER

8439

CLASS CONCEPT

The **Park Region Manager** provides the executive level strategic field operations planning and supervision that is required to carry out the Oregon Parks and Recreation Department's mission ("Provide and protect outstanding natural, scenic, cultural, historic and recreational sites for the enjoyment and education of present and future generations.") in one of four large geographic regions of the state. The Park Region Manager is the chief operating officer within the region and is ultimately responsible for all OPRD business and operations that take place therein. All of the positions in this classification are excluded from the bargaining unit.

DISTINGUISHING FEATURES

There is only one level in this classification.

MINIMUM QUALIFICATIONS & SKILLS

Park Region Manager: A Bachelor's degree in Park and Recreation Administration, Natural Resource Management, Environmental Studies or a related field and 7 years of progressively responsible experience as a Park Manager or an equivalent natural resource manager; OR

Ten years of progressively responsible experience as a Park Manager or an equivalent natural resource manager.

SKILL:

- Skill in preparation of agency strategic operational plans, goals and objectives.
- Skill in preparing region strategic plans to achieve agency goals and objectives.
- Skill in identifying and aligning region goals and objectives based upon agency strategic plans.
- Skill in working with peers to correlate individual region plans to achieve agency strategic goals.
- Skill in preparing biennial budgets in excess of \$10 million, from a variety of fund sources to achieve region goals and objectives.
- Skill in contributing to the preparation of the overall Operations Division budget.
- Skill in adjusting biennial budgets, FTE and position levels and project priorities to achieve region goals and objectives.
- Skill in providing leadership to implement departmental strategic and long-range goals and objectives at the region level.
- Skill in insuring that the OPRD vision is practically implemented through subordinate, mid-level managers throughout their districts so as to achieve the agency's benchmarks, goals and objectives.
- Skill in delegating work to be done to subordinate mid-level managers, region staff and administrative personnel.
- Skill in "succession planning" to insure that employees have the necessary knowledge, skills and abilities to promote as vacancies occur.
- Skill in advocating and interpreting agency values related to natural, cultural, historic archaeological, scenic recreation resources and uses to a variety of internal and external stakeholders.
- Skill in communicating effectively with the general public and media representatives; in responding to inquiries and concerns; in conducting public meetings.
- Skill in developing and maintaining positive working relations with a wide variety of stakeholders in the region, including: local, state and federal agency and elected representatives, special interest groups,

Licenses and Certifications: None required.

DISTINGUISHING FEATURES FROM SIMILAR SERIES

The **Park Region Manager** is distinguished from the **Park District Manager** by having executive level responsibility for strategic planning and supervision.

Adopted Pending
Revised

STATE OF OREGON
Dept. of Administrative Services
Human Resource Services Division