

# DIRECTOR, RECREATION

Competition #2023-357 | Regular Full Time

Parks, Recreation and Culture | Recreation Services



*As the third largest City in British Columbia, the City of Burnaby is committed to creating and sustaining the best quality of life for our entire community. As a City, we provide facilities and services that support a safe, connected, inclusive, healthy and dynamic community. With this in mind, comes great responsibility – we seek likeminded individuals who are passionate about the community, work with integrity and respect, and are innovative when it comes to the work and services Burnaby provides to our citizens.*

Are you ready to embark on a unique and rewarding journey dedicated to enhancing the lives of Burnaby residents? Join our dynamic team at the Parks, Recreation, and Culture (PRC) department as a Director of Recreation. This exceptional role, reporting directly to the General Manager of PRC, offers a compelling opportunity to shape Burnaby into a hub of diverse, innovative, and community-focused recreation programs, services, and facilities.

**Role Overview:** As a pivotal member of the PRC senior leadership team, the Director of Recreation will spearhead the development and execution of strategic initiatives. You'll define, develop, and coordinate visionary strategies, craft short and long-range plans, establish ambitious goals, and craft comprehensive policies and programs. Your responsibilities will also encompass budget management, report preparation, and conducting studies on various PRC matters. In addition, you will provide inspirational leadership while embracing the "Burnaby Promise" and engage in performance management, training, and coaching for staff. Establishing and nurturing effective working relationships with colleagues across the City, Council members, community representatives, union officials, and external stakeholders is a fundamental aspect of this role.

## Qualifications:

- A degree in Recreation or a related discipline, coupled with at least 10 years of progressive operational management experience in the public sector or an equivalent combination of education, training, and experience.
- Demonstrated expertise in leadership principles, community development, Framework for Recreation in Canada, and the Benefits-Based Approach to recreation service delivery.
- Experience in policy development and a profound understanding of the needs of vulnerable residents.
- Thorough knowledge of relevant legislation and collective agreements.
- Proficiency in financial management, human resources, labor relations, and safety.
- A valid Driver's License for the Province of British Columbia.

## Key Competencies:

- Strategic planning, organization, development, and implementation of strategies, programs, and services.
- Exceptional oral and written communication skills, with the ability to deliver persuasive presentations to diverse audiences.
- Effective delegation, training, mentoring, and performance development of staff.
- Establishment and maintenance of productive working relationships at all organizational levels, with elected officials, union leaders, and external partners.
- Collaborative and respectful interaction with colleagues.
- Preparation of high-level written summaries and recommendations for review and decision-making.
- Problem-solving and decision-making, particularly regarding contentious and sensitive issues.

**Please submit your application no later than Monday, October 30, 2023. First Consideration will be given to applications received by Tuesday, October 10, 2023.**

*Copies of relevant professional certificates or degrees will be required at the time of the interview.*

*At the City of Burnaby, we are committed to fostering an inclusive and diverse workforce that authentically mirrors the vibrant community we proudly serve. We consistently embrace diversity and endeavor to build an inclusive workforce that celebrates the richness of our community. We warmly welcome applicants of all genders, ages, ethnicities, cultures, abilities, sexual orientations, and life experiences to join us in shaping a more vibrant and equitable future together.*

*Please contact People and Culture at **604-294-7303** if you do not receive a confirmation email within one hour of submitting your application online.*

*We thank all candidates for applying, but only those short listed will be contacted.*

*Reference: 50002549*



Community

Integrity

Respect

Innovation

Passion

