



PEACE RIVER
REGIONAL DISTRICT

Join the PRRD Team!

Come work with the Peace River Regional District team in the mighty Peace Region of northeastern BC – world renowned for our friendly people, spectacular outdoor recreation and linkages to the Yukon and Alaska.

The Peace River Regional District includes four electoral areas and seven member municipalities, with a total population of approximately 60,000, covering a vast 120,000 square kilometer area.

Posting Date

Date October 30, 2025

Application Deadline

November 14, 2025 at 4:00 pm

Application Information

Visit prrd.bc.ca/employment to view the **job description** for a full list of qualifications and to find out the status of this posting and other employment opportunities with the PRRD.

Apply in confidence by providing a cover letter noting the position being applied for, a resume, and three supervisory references to:

Peace River Regional District
Human Resources
hrprrd@prrd.bc.ca
P. 250-784-1167

Community Services Manager

Full Time, Permanent Position

Position Overview

Reporting to the General Manager of Community Services, the Community Services Manager will lead the delivery and management of recreation, regional and community parks and cultural services for the Peace River Regional District. This position is accountable for managing facility operating agreements, funding agreements, parks administration and planning, feasibility studies, capital projects, and other community services projects as assigned through the Board.

The community Services Manager works closely with other PRRD departments and contractors to ensure the efficient maintenance and upkeep of all regional and community Parks. Manages, negotiates and monitors recreation facility operating service agreements and funding agreements; oversees annual funding requests and annual performance reporting requirements. Ensures that PRRD-owned or operated parks and recreation facilities are meeting the regulatory requirements. Manages the development and provision of public engagement and education programs intended to promote the public use of parks and recreation facilities to engage the public in PRRD parks, recreation or cultural initiatives. Manages all aspects of staffing; including recruitment and selection, scheduling, supervision, coaching and development, performance management and all other human resource management practices for those employees that this position directly supervises.

Regular travel within PRRD and attendance at evening and/ weekend meetings and events will be a feature of this position.

Qualifications

The ideal candidate will have a minimum five (5) years related experience preferably in a unionized local government setting. Post-secondary diploma or degree in Parks and Recreation, Public Administration or a related discipline is preferred. Training and/or experience in leading public engagement processes for community projects is an asset. Experience in managing feasibility studies and capital projects and working with volunteer organizations Project management training is an asset. An equivalent combination of education, training and experience may be considered.

Additional Information

The hours of work are Monday to Friday, from 8:30 am – 4:30 pm, with one hour for lunch. This exempt position offers a competitive salary of \$111,899 - \$131,646, benefits package, and an excellent team and opportunity filled area, considering making the Peace Country your community and the Peace River Regional District your team!

We thank all candidates for their interest, however, only those selected for interviews will be contacted.

www.prrd.bc.ca



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diverse. vast. abundant.