

# BUILD A CITY. BUILD A FUTURE.



## RECREATION OPERATIONS MANAGER

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey.

### EMPLOYMENT STATUS

Exempt – Regular Full-Time

### SCOPE

This exciting and dynamic manager position requires an advanced level of professional responsibility, overseeing the complex and varied operations and administration of recreation services. This role involves leading the development, coordination, and delivery of community programs and partnerships tailored to meet local needs. Work at this level is characterized by the significant scope and depth of financial and supervisory responsibility within a diverse working environment as well as its high-profile accountability for community service.

### RESPONSIBILITIES

This management position is responsible for:

- Developing long range plans and program frameworks within specific functional areas of the Recreation Services Division.
- Overseeing complex key facility operations including maintenance, safety and security.
- Financial management including budget preparation for operating and capital budget planning, forecasting and monitoring.
- Managing a team of dedicated, unionized staff by overseeing effective hiring, labour relations, and staff development, to ensure the delivery of exceptional services.
- Planning, developing, promoting and the evaluation and collaboration of programs and services that address the full range of diverse developmental needs and aspirations.
- Managing risk and occupational health and safety issues and providing healthy and safe environments for workers and patrons alike.
- Establishing and maintaining professional relationships from formal partnerships to informal working relationships with internal department managers and external organizations or agencies.

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## QUALIFICATIONS

As the successful candidate you:

- Hold a bachelor's degree in Recreation Management, Business Administration or a related field.
- Have 5 years of related relevant work experience, preferably in the municipal recreation sector, demonstrating progressive levels of responsibility.
- Demonstrate leadership experience in aquatics, including supervisory or management responsibilities, is considered an asset.
- A combination of related education, training and experience may be considered.
- Have the ability to work independently and are experienced in balancing competing needs within a diverse environment.
- Possess related work experience in managing the complex operations of Recreation facilities.
- Bring a strong background leading dynamic teams to deliver exceptional recreation experiences.
- Are someone who excels in a customer focused and innovative setting and can demonstrate this through your accomplishments.
- Valid driver's license.

## OTHER INFORMATION

- Pay Grade: M2 - \$108,999 - \$128,234
- This position requires completion of a Police Information Check
- Successful applicants must provide proof of qualifications

## APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/careers>, Job ID 6961

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