



**DIRECTOR OF PARKS,  
RECREATION, AND TOURISM**

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**STAFFORD COUNTY, VIRGINIA**



PUBLIC SECTOR EXECUTIVE RECRUITMENT

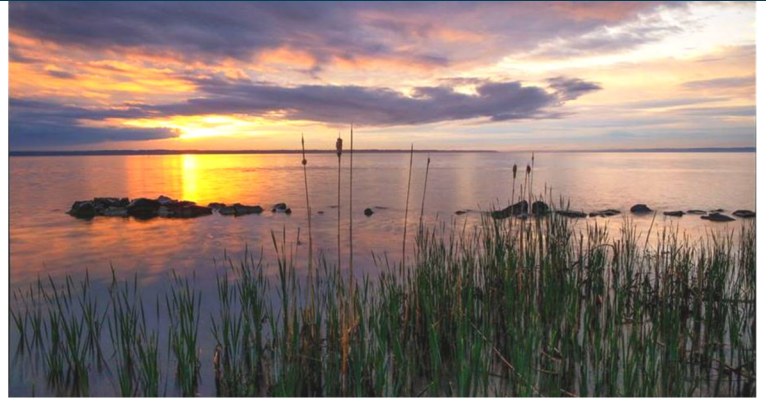
## The Community

Stafford County, Virginia, is ideally located along the Interstate 95 corridor just 40 miles south of Washington, DC and 50 miles north of Richmond. The County has a diverse population of over 164,000 residents and ranks as the third fastest growing county in Virginia, while also standing out as one of the fastest growing counties in the United States. The County continues to experience growth in its diversity and continues the effort to ensure the community's future needs remain a priority. Stafford has a wide variety of living choices, including waterfront, golf club communities, gated communities, suburban, country, and active adult communities.

Stafford County is a flourishing community that continues to achieve all that our residents, businesses, and visitors have come to imagine. Stafford is a great place to call home from its early beginnings that are deep-rooted in our nation's history to the evolution into a progressive and well-designed locality. It places the citizens first, ensuring that our home is always welcoming and our businesses continue to prosper.

Stafford's Smart Growth Strategy leads with a comprehensive transportation system resulting in safe and efficient travel for residents, businesses and visitors. This approach also includes efforts to preserve and provide access to the County's vast inventory of natural and historic resources, including distinctive historical sites, forests and wetlands along the Potomac River, Potomac Creek, Aquia Creek and the Rappahannock River. These efforts protect thousands of acres of public parklands for the enjoyment of current and future generations.

Founded in 1664, the County has strong connections to events that shaped the nation's history. Most notably, the County's prosperous iron industry attracted Augustine Washington and his family, including a six-year-old son named George, to Ferry Farm in Stafford. The future president spent his formative years there until he reached young adulthood. During the Civil War, Stafford served as a logistical and transportation center for both northern and southern forces.



## The Community *continued*



### Education

The Stafford County Public School system is a high-performing, nationally recognized school division and one of the largest school divisions in the Commonwealth, with all schools being fully accredited. Programs offer students core academics, advanced placement, and technical skills that match their career interests. Higher education facilities in and around the area are well-represented, with the campuses of George Mason University, Northern Virginia Community College, the University of Mary Washington, Germanna Community College, and Lord Fairfax Community College all within a short drive. Most recently, UMW, GMU and Germanna were awarded grants for the Governor's Educational Lab School Program initiative.



### Medical Care

Stafford County is home to the Stafford Hospital Center, a full-service, acute care medical facility offering first-rate care and services. The hospital attracts many additional healthcare businesses, and more growth is anticipated. In addition, Stafford is within close proximity to several major medical facilities in the Richmond and Washington, DC area.



### Transportation

The major airports of Dulles, Reagan National, BWI, and Richmond are all located as close as 45 minutes from Stafford and are easily accessible via major highways of the Stafford region. The Virginia Railway Express provides daily commuter rail service from two stops in Stafford for ease of access into Washington, DC. Stafford is also home to the Stafford Regional Airport, a state-of-the-art general aviation airport serving as a reliever to Reagan National Airport.



### Recreation

Stafford's unique location between the Blue Ridge Mountains to the west and the Chesapeake Bay to the east allows residents to choose from an array of recreational and cultural opportunities. Stafford has rich outdoor recreation and athletic options, including kayaking and boating on the Potomac and Rappahannock Rivers, historical sites and artistic galleries and walks, and the world-class Rouse Sports Center offering indoor aquatics, and synthetic and outdoor fields. Stafford envisions developing a new mixed-use, social and entertainment "Downtown Stafford" in the near future to offer additional community experiences. The quality of life within the County and the surrounding region is accentuated by its natural beauty and 51 miles of shoreline with wineries, craft breweries, and historical sites to explore. Stafford is also home to the Langley Aerodrome Experience.



### The Economy

Stafford offers a pro-business community with diverse recreational attractions and a growing presence in sports tourism, and is home to some of the nation's leading companies. Marine Corps Base Quantico occupies 33,000 acres in northern Stafford County. The Marine Corps Officer Candidates School, FBI Academy, FBI Crime Lab, and Military Criminal Investigative Services are all located on the base. Over 25,000 military and civilian employees work here, and over 60% hold a bachelor's degree or higher. Stafford is home to over 2,870 businesses, including over 40 defense, security, and technology firms, GEICO insurance, and a diversified portfolio of large and small firms.



## The Organization

Stafford County has an overall budget of \$896 million, and 1,350 employees support this community. The organization promotes and values leadership at all levels that empowers and engages employees in decision-making processes. Through a performance management system, the organization focuses on developing its employees by allowing them to grow and advance within the organization.

The organization has adopted six key values that are integrated into the organization and support the community and each other: customer first, stronger together, infinite possibilities, ardent learners, unwavering respect, and proactive ownership. The established Executive Leadership Team of the organization guides its work through a charter. The team promotes high performance continuously throughout the organization. They foster and help develop an

organization that strategically plans for and adapts to a changing community, creating a supportive work environment and championing a culture of excellence.

The County of Stafford operates under a traditional Board-Administrator form of government, with a seven-member, elected Board of Supervisors serving as the legislative body of the local government, with each member serving a four (4) year, staggered term. The Board is responsible for enacting

laws, setting policies, approving the budget for county services, and appointing citizens to several boards, authorities and commissions. The County Administrator is appointed by the Board and serves at the pleasure of the Board, carrying out the Board's adopted policies, directing business procedures, and overseeing day-to-day operations and activities of all County departments. The County has demonstrated sound financial management, as recognized in their Triple-AAA Bond rating from all three rating agencies, where they join only 48 localities across the country with this distinction.

The Board of Supervisors established the [Stafford County 2040 plan](#), a strategic plan focusing on Multimodal Infrastructure and Transportation, a Vibrant Community, Quality Educational and Wellness Opportunities, a Dedicated and Responsive Public Safety Team, Economic Diversification, Organizational Excellence, and Growth Management for Community Sustainability. The strategic plan, along with the County's five-year financial plan and Comprehensive Plan, is a road map for the organization in meeting the needs of a growing community. The County is invested and engaged with a governance philosophy that is fiscally efficient in delivering core services responsive to the ever-changing needs of this multi-dimensional community.



## Organizational Vision

Through a culture of enthusiasm, creativity, and continuous improvement, we serve to make a difference.



## Organizational Values

### Proactive Ownership

We take initiative and act on the belief that our everyday efforts, no matter how small, will have far-reaching effects on the entire organization

### Infinite Possibilities

We encourage imagination, opportunities and solutions in our delivery of service

### Customer First

We value, respect, and listen to both our internal and external customers. We take responsibility in our words and in our actions to create a positive experience for all.

### Stronger Together

We expect and encourage participation and collaboration every day.

### Ardent Learners

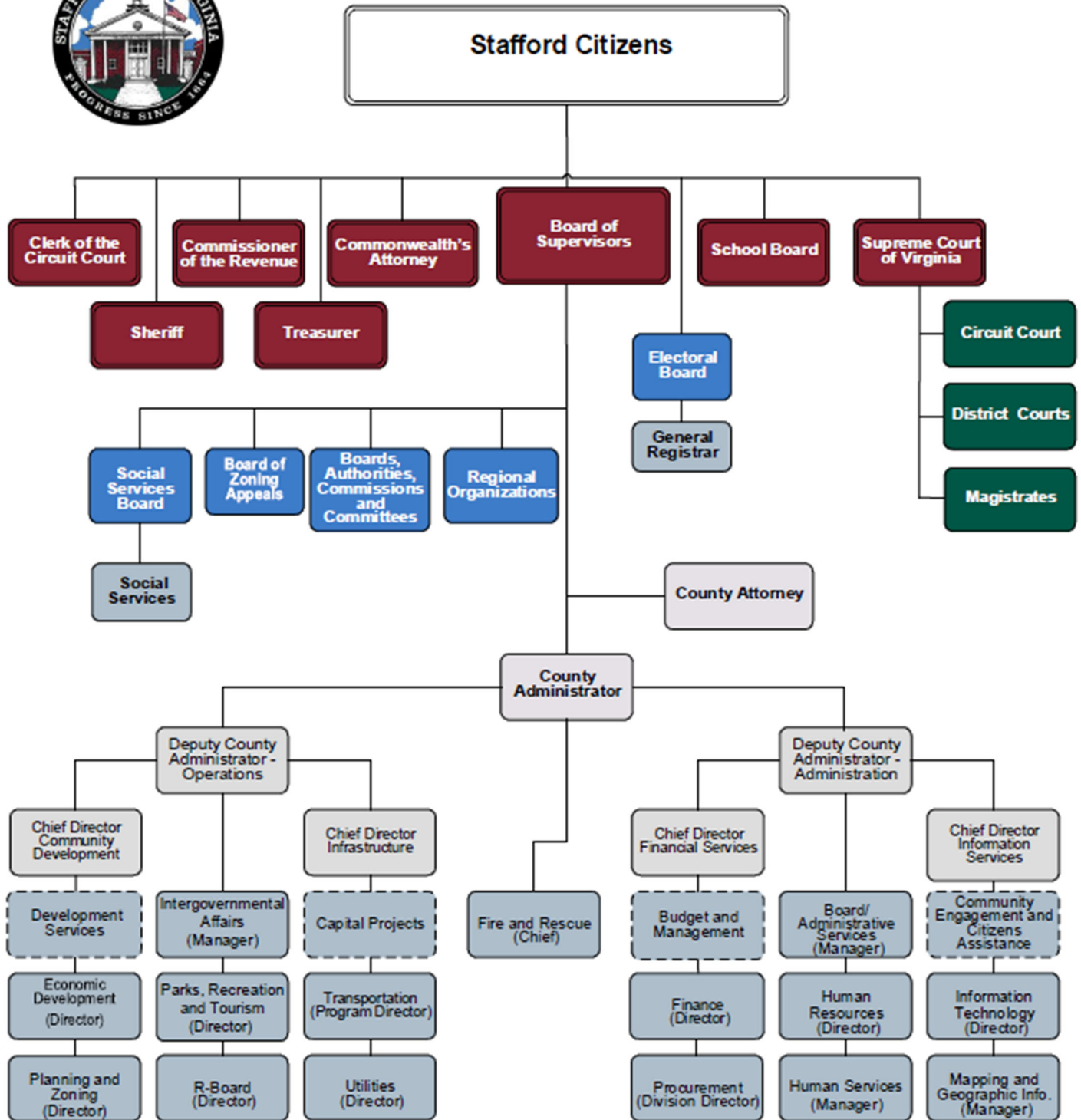
We are committed to continuous learning and growth opportunities

### Unwavering Respect

We value and appreciate each other

# Organizational Chart

COUNTY OF STAFFORD, VIRGINIA



Legend	
<span style="display: inline-block; width: 10px; height: 10px; background-color: #800000; border: 1px solid black;"></span>	Elected
<span style="display: inline-block; width: 10px; height: 10px; background-color: #0000FF; border: 1px solid black;"></span>	Appointed/Partners
<span style="display: inline-block; width: 10px; height: 10px; background-color: #006400; border: 1px solid black;"></span>	Court System
<span style="display: inline-block; width: 10px; height: 10px; background-color: #D3D3D3; border: 1px solid black;"></span>	Chief Director Department

## The Position

The Director of Parks, Recreation, and Tourism is responsible for the oversight of all departmental activities, facilities, and programs, and is responsible for the physical assets, revenues, programs, and services under the umbrella of the Department on a day-to-day basis. The Director serves as a key member of the County Administrator's Leadership Team.

The Stafford County Department of Parks, Recreation and Tourism is an integral part of the County's service delivery system and offers a wide range of affordable leisure, recreational, and sports programs which are focused on allowing citizens to improve their social, mental, and physical development. The Department also is responsible for providing cost effective year round management and maintenance of the County's parks and other assigned athletic fields on school grounds.

The Department operates with a budget of \$11,168,899 and has an authorized full-time workforce of 42 employees which are supplemented by 132 part-time employees.

The County operates a wide range of well-maintained and up to date facilities which include indoor and outdoor aquatics facilities, an eleven rectangle athletic field complex, two community centers, public trails, picnicking areas, a beach along the Potomac River, two fishing lakes, three boat ramps and thirteen parks which are spread over 1,432 acres of publicly owned property.

The Department provides a large number of program offerings ranging from pre-kindergarten to senior citizen oriented activities, and is involved in a wide range of sports programs and leagues including gymnastics, youth football, basketball, adult softball and volleyball reaching over 250,000 users per year. The Department also has developed, and maintains, close working relationships with independent organizations within the County which operate youth baseball, swimming and soccer programs utilizing County facilities.

The Director and staff work with an eight member advisory commission appointed by the Board of Supervisors which meets monthly and includes liaisons to the Planning Commission and School Board for facility planning and program coordination. The Parks and Recreation Advisory Commission acts as an advisory body to the Board of Supervisors concerning recreation policies, programs, finances, and the purchase or sale of property for recreation and park use.





## Desired Capabilities

- **Open communications style.** Able to engage in open and honest dialogue with the community and department staff by listening to concerns while clearly articulating departmental objectives.
- **Visionary.** Articulates a clear and compelling department vision and mission and motivates the department's staff to continually move toward the vision.
- **Innovator.** Imaginative manager of the department in times of financial difficulty and is comfortable with novel uses of social media and public relations to promote departmental programs.
- **Professional demeanor.** A credible department leader who expects and appreciates the hard work of the department's staff and sets the example for them.
- **Team player.** Creates a team-oriented work environment that promotes positive morale among department employees; is highly visible with the department's staff and ensures department staff have access to professional development, training opportunities, equipment and technology.
- **Technical superiority.** Understands and excels at all aspects of parks, recreations, and cultural services operations, with extensive first-hand experience in programming and management.
- **Department champion.** Is a strong advocate for building the resources and assets of the department and effectively communicates to the department, elected and appointed officials, and the County's citizens and businesses that effective stewardship is an investment in the community at large.
- **Proven fiscal manager.** Allocates resources effectively in a limited revenue environment and uses established priorities to determine necessary expenditures and expenditure reductions; adept in identifying and leveraging alternative revenue sources.
- **Collaborative management style.** Understands that internal resources and many outside organizations, including other County departments, the local school division and other municipalities, and can assist the broader organization in achieving its vision.

## Leadership Opportunities

- **Building community awareness.** Uses social media and effective marketing and public relations practices to promote the County's park assets and recreational and cultural opportunities.
- **Maximizes funding sources.** Identifies and obtains grants and new funding sources and leverages community resources to improve and expand access and quality of Stafford's park and community service opportunities.
- **Develops new partnerships.** Cultivates collaborative relationships to meet the parks, recreational and facility needs of Stafford County's residents while increasing utilization of community programs and park amenities. This includes advancing shared services goals of the County and schools.
- **Prudent fiscal management.** Effectively manages department resources by establishing department priorities and improving the efficiencies of department operations and programs.

## Education and Experience

A bachelor's degree in parks and recreation administration or a related field, from an accredited college or university, plus ten years of managerial or administrative experience in a comparably sized organization is required. A master's degree is preferred. Certified Parks and Recreation Professional (CPRP) preferred. Qualified candidates will be dynamic leaders who demonstrate a passion for development and maintenance of high quality parks and recreation programs and who convey a clear vision and direction that builds on the quality of Department staff, volunteers and amenities. Successful candidates must have experience managing staff of a comparably sized organization, working within established budget parameters and developing alternative revenue sources. Experience in electronic social networking and marketing is a plus. Must have strong writing, verbal and presentation skills and be comfortable working in a high profile public position.

## Compensation and Benefits

The salary range for the Director of Parks, Recreation, and Tourism position is \$160,000 – \$200,000, negotiable based upon the qualifications of the successful candidate. Benefits include but are not limited to: participation in the Virginia Retirement System; medical, dental, and vision; group life and disability insurances; vacation, administrative, holiday and sick leave; employee assistance program; professional dues and conference expenses.

Stafford County values a culture of diverse perspectives and life experiences. The organization embraces innovation, collaboration and continuous learning, offering job stability and an opportunity to serve and support the growing community. Stafford County is an equal opportunity employer with a commitment to an inclusive workforce.

## Application and Selection Process

Qualified candidates please submit your cover letter and resume online by visiting our website at:

<https://www.governmentjobs.com/careers/bakertilly>

This position is open until filled; first review of resumes occurs on **Friday, December 13, 2024**. Following this date, applications will be screened against criteria outlined in this brochure. For more information or to request accommodations, please contact Anne Lewis at [anne.lewis@bakertilly.com](mailto:anne.lewis@bakertilly.com) or 703-923-8214.

For more information about Stafford County, visit: <https://staffordcountyva.gov/> or the department, visit: [General Information](#).



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