

Welcome to UMATILLA



Dear Colleague,

GMP Consultants is assisting the **City of Umatilla, Oregon** in finding a **Parks & Recreation Director**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to others who may be interested?

Thank you for your consideration and assistance.

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WHY APPLY?

Umatilla is a waterfront wonder located along the Columbia River with its own marina. In this highly valued role, the new Parks & Recreation Director will benefit from a supportive City Council and City Manager who are dedicated to the contributions that quality-of-life parks and recreation bring to the community. City leaders are committed to keeping Umatilla's small-town values and charm while the city continues to grow. The city government works as a team across all levels, including department directors, City Manager, and City Council. The City's overall budget has grown 10-fold in the past 9 years, and it has very healthy reserves.

THE CITY OF UMATILLA

Located 3 hours east of Portland, Umatilla is a growing and culturally diverse city of 7,630 situated along the banks of the Columbia River and the confluence of the Umatilla/Columbia Rivers. Incorporated in 1864, the City of Umatilla operates under the Council-Manager form of government with a total budget of \$121 million and a team of 70 FTEs.

THE PARKS & RECREATION DEPARTMENT

Created in 2022, the Parks and Recreation Department strives to provide high quality, affordable, diverse recreational opportunities that are accessible to all residents of Umatilla. The Department has a team of 9.5 FTEs and an operating budget of \$2 million, a capital budget of \$2 million, and a festival budget of \$2 million.

The Department is responsible for providing recreation activities and special events to the community, oversight of the office operations at the Umatilla Marina & RV Park and Big River Golf Course, and maintenance and operation of the City's parks and open space. The City has more than 227 acres of parkland and 16 parks (four of which are US Army Corps properties). The maintenance portion of the City park facilities currently falls under the supervision of Public Works.

Notable special events include the annual two-day Umatilla Landing Days celebration in June where thousands of community members gather to celebrate Umatilla's unique heritage. Rock the Locks is a three-day music festival held in October which brings thousands of visitors to town from across the nation. Other annual events like Winter Fest, Waterpalooza, and Trick or Treat on 6th Street can attract over a thousand visitors each. The Parks and Recreation Director, along with department staff, take the lead responsibility for these events and are integral to their success.

THE PARKS & RECREATION DIRECTOR

Reporting to the City Manager, the Parks & Recreation Director will be responsible for the development and implementation of the City's parks and recreation goals and objectives, provide leadership in the creation, implementation, and evaluation of new recreation opportunities, and look to enhance and expand current recreation programs. The Parks & Recreation Director will also serve as the primary grant coordinator for the Department and collaborate with other City personnel on grant writing, coordination, and management. The Parks & Recreation Director is a key member of the City's management team. The Director will also have a critical role implementing the City's Strategic Plan initiatives.

Job
description &
benefits at
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Salary Range: **\$104,544 - \$122,256** annually DOQ

First Review Date: **May 5, 2024**

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