



**DIRECTOR OF PLANNING
AND PUBLIC WORKS**
Desert Recreation District

Recruitment Services Provided By



The Opportunity

The Desert Recreation District (DRD) seeks a talented park professional to serve as the next Director of Planning and Public Works in the largest recreation district in the State of California. DRD is growing and making significant investments in its existing assets, making this an exciting time for the next Director.

The Desert Recreation District

The Desert Recreation District focuses on providing recreation throughout the Coachella Valley service area. The DRD was created in 1950 and is the largest recreation and park district in the state of California. Covering more than 1,800 square miles, DRD is responsible for over 43 recreational facilities throughout the Coachella Valley that include community and fitness centers, sports fields, swimming pools, a golf course and driving range, and various parks and open spaces.

The DRD serves more than 380,000 residents in the incorporated communities of Palm Desert, La Quinta, Indio, Indian Wells, Rancho Mirage and Coachella, and the unincorporated communities of Thousand Palms, Bermuda Dunes, Indio Hills, Mecca, Thermal, Oasis, Vista Santa Rosa, 100 Palms, and North Shore.

The DRD is governed by a five-member elected Board of Directors that set policy and strategic direction. Board members are elected by residents and serve a term of four years. The DRD's General Manager reports to the Board of Directors and oversees the organization with a core mission of serving its residents by providing quality programs, services and facilities that promote an active, healthy lifestyle for all. The District provides its services with over 81 full-time, plus over 250 part-time positions, and its FY 2025 budget is \$37.6 million.



Mission:

To enrich the quality of life for Coachella Valley residents by acquiring, developing, operating, and maintaining a community focused parks and recreation system and preserving it for future generations.



Vision:

Through a community collaborative approach, DRD will be the regional provider of premier parks and recreation services in the Coachella Valley. Ensuring all residents have equitable and barrier-free opportunities that contribute to the overall wellness of its communities.



Values:

Desert Recreation District does parks and recreation R-I-T-E:

- **R**espect - Mutual understanding and equal consideration of others
- **I**ntegrity - Consistently doing the right thing
- **T**eamwork - Working together to achieve a common goal
- **E**xcellence - Continuously striving for perfection

The Coachella Valley

Located 120 miles east of Los Angeles, the Coachella Valley is situated in Riverside County in Southern California. Known as the Desert Oasis, the Coachella Valley is bounded on the West by the San Jacinto and Santa Rosa mountains and to the north by the Little San Bernardino Mountains, which includes the Chocolate Mountains, and is crossed by the San Andreas Fault.

Comprised of a collection of desert communities, the Coachella Valley offers an average of 360 days of sunshine, boasts 100+ golf courses - more golf courses per capita than anywhere else in the world - and has world-class dining and resorts. Known as a key destination and winter playground to vacationers and "snowbirds," the Coachella Valley provides residents and visitors with a wide range of recreational options that include outdoor activities and annual events that draw interest from around the world.





The Planning & Public Works Department

The Planning and Public Works Department is responsible for the asset management of the District including planning, capital improvement, and maintenance of parks, facilities, and vehicles. In addition, the 20 FTE staff in the Department are responsible for the following functional areas:

- Capital Improvements
- Land Acquisitions
- Planning
- Design and Construction
- Capital Grants
- Parks and Grounds
- Park Maintenance
- Facility Maintenance
- Fleet Vehicles and Maintenance
- Landscape and Lighting Maintenance District Administration

The Position

This is an at-will position, reporting to an Assistant General Manager. The Director of Planning and Public Works serves as the principal planning and public works administrator. Work is performed with considerable independent judgment within established policies and procedures. The Director is responsible for developing, implementing and monitoring long range plans for capital improvement programs, including master planning and facility development, as well as developing and overseeing acquisition plans and ensuring compliance with federal, state and local laws and regulations related to land use, building, and development. The Director plans, directs, manages and oversees the activities and operations of the Public Works Department including fleet, facilities, parks and open space. The Director performs representational duties related to the assigned areas of responsibility.





Ideal Candidate

The Desert Recreation District seeks a candidate who will be a hands-on working leader with a commitment to timely execution, accountability, and transparency; is progressive, proactive and flexible; thrives in a position that requires great attention to detail; and has excellent organizational, communication and problem-solving skills. The following traits are desired:

- Solid project management experience will greatly enhance the next Director's ability to successfully execute and manage projects across the District.
- Some experience in construction or public works, especially gained in the public sector will be an asset.
- Similarly, an understanding of the public sector development environment is beneficial, as the Director is involved in managing development impact fees and park dedications in conjunction with new development.
- Strong management and communication skills in leading a small team in a hands-on environment is desired.

Qualifications

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education: Bachelor's degree from an accredited college or university in urban or regional planning, landscape architecture, park or natural resource management, construction or engineering management, business or public administration or a closely related field. A Master's degree is preferred.

Experience: Seven years of increasingly responsible experience in public works, project planning, design and development leadership, acquisition and management or park management, including three years of administrative and supervisory responsibility.





Salary & Benefits

The Desert Recreation District provides a competitive compensation and benefits package. The salary for this role is **up to \$158,398**, with specific placement within the range dependent on qualifications and experience. Key elements of the District's benefits program include:

Retirement: The District contributes 7.5% of salary toward a defined contribution retirement plan. In addition, employees may participate in deferred compensation with a matching contribution up to 2.5% of salary. Together, if an employee contributes 2.5% of salary, the District matches with a 10% contribution. **DRD does not participate in CalPERS.**

Insurance:

- **Medical, Dental, and Vision:** DRD contributes up to \$1,200 per month towards the medical, dental, and vision plans of full-time team members and their qualified dependents (choice of HMO, PPO, or EPO).
- **Long-Term Disability** - Replaces 60% of monthly income.
- **Accidental Death & Dismemberment** – Equal to an annual base salary.
- **Term Life** - District provided term life insurance equal to annual base salary, up to a maximum of \$100,000.

Leave:

- **Vacation** – Two to four weeks, based on length of service.
- **Holidays** - 12 days per year, plus 3 floating holidays.
- **Management Leave** - 80 hours per year.
- **Sick Leave** - 12 paid days per year.

Vehicle: A District vehicle is provided for official use.

Cell Phone/Technology: A District cell phone and technology equipment are provided.

Relocation Expenses: Subject to negotiation with the selected candidate.

Additional Benefits: Employee Assistance Program (EAP), Flexible Spending Account (FSA), use of District programs and facilities, and District paid professional development.

Application & Selection Process

To be considered for this position, interested candidates must submit a cover letter and résumé online. Candidates are encouraged to **apply immediately**, as this recruitment will close once a sufficiently strong pool of stellar candidates has been established. Apply at:

www.mosaicpublic.com/careers

This recruitment will be handled with strict confidentiality. References will not be contacted until mutual interest has been established.

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Greg Nelson | greg@mosaicpublic.com | (916) 550-4100.

Bryan Noblett | bryan@mosaicpublic.com | (916) 550-4100.

The Desert Recreation District is an equal opportunity employer.

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