

SHAPING AN
AWESOME
HAMILTON

PARKS AND RECREATION MANAGER

PARKS AND RECREATION - CUSTOMER AND COMMUNITY

WHY WE ARE HERE

We are a high-performance organisation with a clear purpose — **to improve the wellbeing** of Hamiltonians. Our people are at the heart of everything we do. We need players on our team who think differently, act with integrity and work together to deliver world-class outcomes for our community. We need players who understand that mindset is the foundation of their performance.

WHY THIS ROLE EXISTS

This position sits within the **Community** group. The purpose of this group is to provide public places and services to make Hamilton a more attractive and livable city. We manage the city's visitor destinations, community services, recreation facilities, parks and open spaces for our communities to play, relax and come together. We collaborate with the community, social agencies and support groups to build strong and resilient neighborhoods. Our work ensures Hamilton is beautiful, fun, connected and meets our community's wants and needs, making our city one we're all proud of.



WHAT YOU WILL DO

This key leadership role in the Parks & Recreation unit is responsible for the operational planning and management of our Parks Assets to ensure we have safe, well-connected network of Parks Assets for our community to enjoy

Reporting to the Parks and Recreation Unit Director, the role balances leadership experience and operational management skills with strategic thought. No two days will be the same as you lead 3 direct reports and a wider team of 18 to provide high quality Parks assets across Amenity, Sports, Natural areas, Community Facilities, and Cemeteries for our community.

As the Parks & Recreation Manager you will foster and maintain strong partnerships with our community, stakeholders, and wider organisation to identify opportunities to enhance the Parks & Recreation offer in a meaningful way for our community.

Reports to	Parks and Recreation Unit Director
Responsible for (total number of staff)	3 direct reports 21 total
Delegation	\$50,000 Opex Up to \$250k contracts
Budget	\$8m (Direct Opex)

KEY OUTCOMES

Some of the **key outcomes** for this role include:

- Lead staff and model HCC values to drive positive culture and staff engagement.
- Drive shared accountability and a 'just culture' approach to safety and wellbeing; ensure your team culture is inclusive, empowering, and embraces Te Ao Maaori.
- Advance Parks assets as valued community assets and anchors within our community.
- Execute a strategic network approach to Parks asset and capital improvement planning which enhances the experience for community users.
- Accountable for developing operational Parks strategy, planning and policy.
- Establishing expected Parks levels of service consistent with industry standards as articulated in Long Term Plans and Project Plans.

- Leads capital project scoping for the delivery of Parks built assets.
- Develops meaningful partnerships with iwi/tangata whenua to embed Te Aō Maaori in the work of Parks & Recreation.
- Develops and maintains key relationships regionally, nationally, and internationally.
- Provides support to the Parks & Recreation Unit director including preparing reports and presenting them to council.

MAJOR FUNCTIONS

- Lead the unit's input into Corporate Plans including the 10 Year Plan, Asset Management Plans, and Annual Plans.
- Lead the development of Parks and Recreation strategies, plans and policies.
- Represent the views of Parks and Recreation with key external stakeholders and customers.
- Contributing leadership and coordination to activities and projects across the community services group as required.

HOW YOU WILL DO THIS

Our team culture is critical to our success. It's vital everyone who joins our team is an ambassador for our values, so together we can drive the best possible outcomes for our community.

YOUR MINDSET, SKILLS KNOWLEDGE, AND EXPERIENCE

You actively work at being the 'best version of you' and your mindset and behaviours have a positive impact on others.

YOU BRING TO THE ROLE

- A visionary and dynamic leadership style and significant successful experience developing and leading high performing teams.
- A University qualification, preferably in Parks & Recreation or a relevant field.
- Minimum 15 years Parks industry experience, with a focus on leading a park planning and/or asset management team.
- Well-developed understanding of how strategy links with operational planning and asset management processes.

- Skilled communicator and influencer, through both spoken and written word, able to build and maintain strong networks.
- A strong understanding of and commitment to tikanga, biculturalism and the contemporary application of Te Tiriti o Waitangi
- Excellent interpersonal skills and a customer delivery focused approach
- A high degree of self-motivation with a growth mindset and positive energy
- A demonstrated commitment to innovation and continuous improvement
- An understanding of the Reserves Act, and Local Government Act
- People leadership experience is authentic and credible and can enable and influence others and champion ideas.
- Ability to manage multiple priorities, calm under pressure.

KEY RELATIONSHIPS

External

- Sector stakeholders (including DOC, Parks Managers Sport Waikato Regional Sports organisations).
- Community leaders.
- Iwi.

Internal

- Elected Members.
- Other council staff including Parks & Recreation, Community Group, Strategy and Policy, Corporate services, and Infrastructure Operations.