

**Facility Specialist
Bismarck Parks and Recreation District**

As the Facility Specialist for the Bismarck Parks and Recreation District (BPRD), you will provide the overall management and supervision of the Fore Seasons Center and Pebble Creek Golf Course in order to provide the highest quality program, facility and event experiences for the residents of Bismarck and its visitors.

To thrive in this position, you must have knowledge of principles, practices and methods of the parks and recreation field; the knowledge of methods for organizing, coordinating and supervising a variety of recreation programs; the ability to manage multiple tasks simultaneously; have a basic knowledge of turf management and golf course standards/operations and be able to pass a background check and drug/alcohol screening.

In order to qualify, candidates must have a bachelor's degree in parks and recreation or a related field with an emphasis in administration, community recreation, or therapeutic recreation with a minimum of one-year full-time work experience or two years' part-time experience related to the position, a valid driver's license for the type of vehicle driven, the ability to lift 30 pounds alone, stand 2-4 hours at one time and be able to assist staff with physical labor as needed. Preferred qualifications include additional education and/or years of experience related to the job and/or related certifications including Golf Course Management, PGA Certification and/or Certified Parks and Recreation Professional.

Starting bi-weekly salary range is \$1,830 - \$1,950 and will include the standard full-time employee benefits of BPRD.

Cover letter, Park District application, and resume must be submitted to Bismarck Parks and Recreation District, ATTN: Human Resources, 400 East Front Avenue, Bismarck, ND 58504 by 5:00 pm on November 8, 2021 or until the position is filled.

The job description and application can be viewed and obtained at the Park District office or at www.bisparks.org.

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