



**DIRECTOR OF PARKS  
AND RECREATION**  
City of Celina, Texas

Recruitment Services Provided By



An aerial photograph of a suburban neighborhood. In the foreground, a pond with a small waterfall flows into a larger body of water. The middle ground shows a large, well-maintained lawn area with a paved path and a road with a few cars. In the background, a dense residential area with many houses is visible under a blue sky with scattered clouds.

## The Opportunity

The City of Celina, the fastest-growing city in the nation according to the U.S. Census Bureau, offers limitless opportunities for a parks and recreation leader to make a lasting impact in the Parks & Recreation Department and Library Services Division. As Celina expands, it seeks an energetic, ready-to-tackle-the-day candidate to join its dynamic team and lead the community's growth and innovation as the next Director of Parks and Recreation.



## About Celina

Situated along the northern end of Dallas-Fort Worth's "Golden Corridor", Celina is poised for growth. The city is situated among several regional corridors, including the North Dallas and Sam Rayburn tollways, providing it with geographic, economic, and demographic advantages for growth and opportunity. Its 78 square miles, including 32 miles within the city limits, gives Celina the second-largest geographical footprint in North Texas.

Celina's Downtown lies at the heart of this thriving community. The area is home to many local businesses, restaurants, and boutiques. It also serves as the backdrop for some of the city's most popular community events, including its signature Cajun Fest. Among Celina's 30+ public events are Friday Night Farmer's Market, Beware! Of the Square, Christmas on the Square, and Splash and Blast.

The current population is more than 42,000, with an estimated 340,000 anticipated population at build-out. The City of Celina's population has nearly tripled since 2010. This quick rate of growth makes Celina the fastest-growing city in North Texas. The median income in Celina is \$98,000, and the average home value is \$512,151.

# City Government

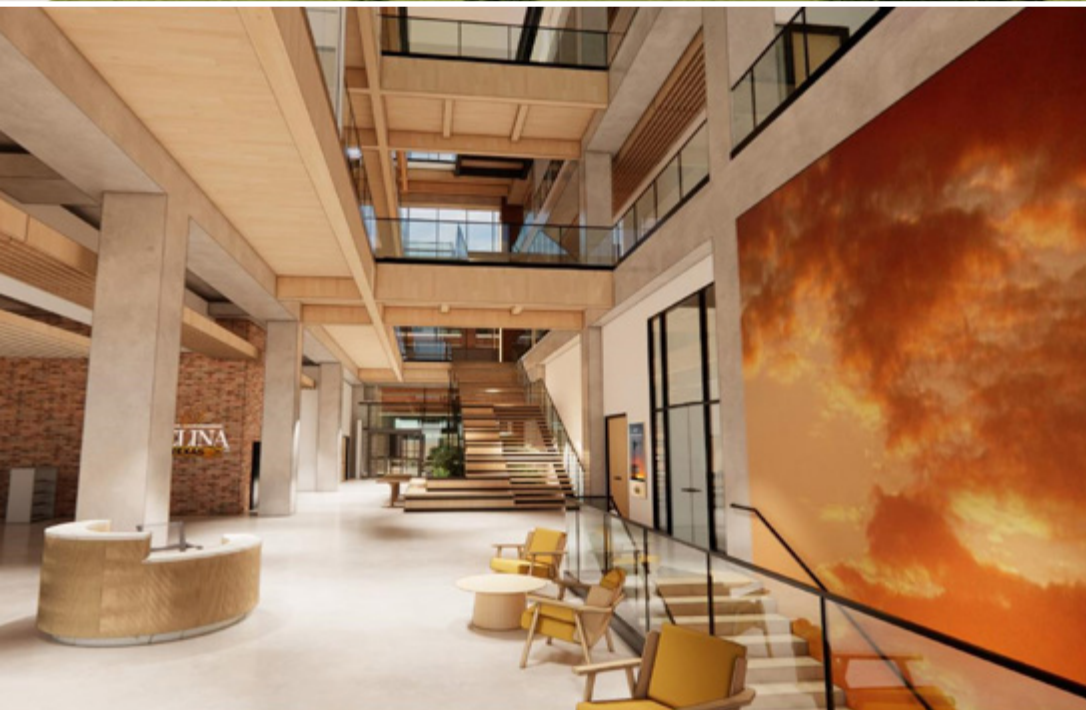
Celina is operated by a Council-Manager form of government, with six council members and a mayor, elected at-large to three-year terms. The council appoints a City Manager to act as the chief administrative and executive officer of the City. The City provides its services with an annual budget of \$193 million and a staff size of 330 employees.

Celina is not only a destination to live and play, but it is also a great place to work! Employees of the City are truly valued. The City hires the best and is always evaluating its programs, tools, and training to help employees grow and manage their careers. The City of Celina believes diversity drives innovation and its core values embody a workplace culture where everyone is invited to bring their authentic selves.

In Celina, the dedicated City staff demonstrate their high performance by modeling the values of:

EXCELLENCE  
COMMUNITY  
INTEGRITY  
SERVICE





# The Parks and Recreation Department

The mission of the Celina Parks and Recreation Department is to enrich the lives of community members by maintaining high quality facilities to host unrivaled recreational sport opportunities, satisfying passive recreation choices, and unforgettable special events for both Celina residents and the entire North Texas region. The department and its professional staff strive to deepen the community's understanding of "Life Connected." in the context of physical and mental wellness and uphold strong Celina traditions that are a cornerstone of the city's appeal. The Parks and Recreation Department has a staff size of 19.25 FTE, while the Library Division has a staff size of 7.5 FTE. Both areas are supported through a current fiscal year budget of \$1.8 million.

On the horizon are two new parks: the upcoming Downtown Ousley Park and the expansive 100-acre Wilson Creek Park. These parks will honor Celina's heritage while propelling the City into the future, featuring new sports fields, natural scenery, and ample opportunities for all residents to enjoy. As its parks grow, so will the chance to enhance Celina's recreation programs for both adults and kids. Additionally, fitness programs at the Ralph O'Dell Senior Center are flourishing, further enriching community life for all ages.

The Library Division is part of the Parks and Recreation department, and exciting opportunities also abound in the expanding Celina Public Library, with a stunning new facility

planned in a 100,000-square-foot Government Center, set to begin construction in Spring 2026. This state-of-the-art library will be the envy of every municipal city, boasting a dedicated Children's Library, meeting rooms, and expanded educational resources for all residents. The growth of Celina's library services promises significant opportunities for innovative development and community engagement.

Celina is the ideal place to work, live, and raise a family. The City is looking for an innovative, forward-thinking individual to lead this department and help shape the future of a thriving community. Join the team in making Celina a beacon of growth and excellence.

**\$ 1.8M**  
Operating Budget

**19.25 FTE**  
Parks Department

**7.5 FTE**  
Library Division

# The Position

Reporting to the Assistant City Manager, the Director of Parks and Recreation will provide leadership and management of the Parks and Recreation Department, which includes the Library Division. The Director designs, implements, oversees, and manages the daily operations of Parks and Recreation programming and services, including facilities and grounds maintenance. Assisting the Director with supervising and leading the Parks and Recreation team is a Parks Superintendent and an Assistant Director of Sports and Recreation. Within the Library Division, the Director of Library supports the Director of Parks and Recreation. Primary responsibilities for the Director of Parks and Recreation include:

- Providing direction and vision for construction related projects for parks, recreation and the library. These projects may include park and recreation facilities, library facilities and program development, park creation and improvements, along with program expansion and other related improvements.
- Directing the daily Parks and Recreation service operations, maintenance, and delivery of programs and services.
- Oversight and management of the Library Director to promote expansion of programs and services to the City's public library system.

- Supervising personnel and associated duties including coaching, disciplining, counseling, and evaluating staff performance; developing work schedules; and recommending transfers, promotions, suspensions, terminations, and demotions.
- Preparing, administering, and monitoring the department budget and overseeing the purchase and maintenance of supplies, materials, and equipment.
- Assisting with the development and providing oversight of state and federal grants.
- Navigating and resolving sensitive and/or controversial issues to include customer complaints, concerns and questions regarding the Parks and Recreation Department programs, activities, facilities, policies, and procedures.
- Attending meetings with City Council, Parks and Recreation Board, the Celina Community Development Corporation (CDC), Library Board, and other public meetings as needed to represent the Parks and Recreation Department.





# Challenges & Opportunities

The next Director of Parks and Recreation will have the chance to address some career-defining challenges and opportunities, including the following:

- Clearly, the biggest opportunity for the next Director of Parks and Recreation in Celina will be to lead through Celina's current and upcoming growth. The new Director will have the chance to build and develop people, recreational opportunities, capital improvements, and to significantly impact the quality of life in this burgeoning community.
- Major growth in terms of parks and recreation facilities, along with associated programming will be needed to keep pace with this rapidly growing city. Planning and executing on these important community amenities, many of which are already funded, will provide a hallmark career opportunity and legacy for the next Director.
- A beautiful new Library is in the planning stages and will be built in the next few years; this represents another rewarding opportunity for a well-aligned candidate.
- The next Director will be challenged to increase the array of recreational programming and athletics to ensure delivery of high-quality activities to the community.
- An opportunity to review and revise policies in the Parks and Recreation Department to ensure best practices awaits the next Director.

# Ideal Candidate

The most qualified candidates for the Director of Parks and Recreation will have the following attributes:

- Considering Celina's future growth, the strongest candidates will have experience working in larger or high-growth cities that have navigated the complex environments that Celina will soon face.
- Demonstrated expertise in creative program development will benefit the next Director and the community.
- A hands-on approach and inclusive leadership style is highly desired to help the successful candidate effectively lead staff and serve as a visible community leader.
- The ideal candidate will be an effective communicator at all levels – warm and approachable, yet able to convey executive presence and have a firm focus on the City's overall goals and objectives.
- A prior track record of success in maintaining and building a healthy and diverse organizational culture is valuable.
- Capital project management experience and a willingness to "own" projects and see them to fruition is strongly preferred.







## Qualifications

Any combination of education and experience that would likely provide the necessary knowledge, skills, and abilities is qualifying. The following is a typical way to qualify:

**Education:** A Bachelor's degree in Parks and Recreation Administration, Public Administration, Business Administration or a related field.

**Experience:** Seven (7) years of parks and recreation administrative experience, of which at least five (5) were in a managerial or supervisory role.

**Certifications/Licenses:** May be required to obtain a Certified Park and Recreation Professional Certificate (CPRP) issued by the National Recreation and Parks Association within one (1) year from date of employment. A valid Texas Class C driver's license is also required.

# Salary & Benefits

The City of Celina is offering a salary range of **\$117,059 to \$171,906** for this position, commensurate with experience and qualifications. In addition, the City provides an excellent benefits plan that includes:

**Retirement:** Texas Municipal Retirement System with a 2 to 1 match, 5-year vesting, and retirement with 20 years of service.

**Holidays:** Nine regular holidays, two floating holidays, and a birthday holiday are provided.

**Deferred Compensation:** A 457 deferred compensation plan is available.

**Insurance:** Medical, dental, and vision insurance is provided through Blue Cross/Blue Shield. The City also provides paid life and long-term disability insurance coverage.

**Relocation Assistance:** Relocation assistance will be subject to negotiation with the successful candidate.





# Application & Selection Process

For first consideration, interested candidates are encouraged to submit a cover letter and résumé online as the first review of candidates is tentatively scheduled for **July 5, 2024**. Apply immediately at:

[www.mosaicpublic.com/careers](http://www.mosaicpublic.com/careers)

**CONFIDENTIAL INQUIRIES ARE WELCOMED TO:**

Bryan Noblett | [bryan@mosaicpublic.com](mailto:bryan@mosaicpublic.com) | (916) 550-4100 |  
Greg Nelson | [greg@mosaicpublic.com](mailto:greg@mosaicpublic.com) | (916) 550-4100

The City of Celina is an Equal Opportunity Employer.

This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Texas. In accordance with public disclosure/open record laws, information submitted for consideration may be made available to the public upon request by interested parties.

Recruitment Services Provided By



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