

PARKS & RECREATION DIRECTOR

APPLICATIONS REVIEWED AS RECEIVED.

IN PERSON INTERVIEWS JANUARY 26-30, 2026



#TheWilsonvilleWay

Wilsonville has always been a home for those who think differently—people who expect more and who don't settle for the status quo. It's a place where the sky feels a little wider, the air a little cleaner, and quality of life is measured not by the size of your garage, but by the strength of your relationships.

Within our city limits are hardworking, forward-thinking individuals who value purpose over entitlement. Wilsonville's roots run deep, born from the river and steeped in a rich heritage of commerce. Our story began with Boone's Landing, home to one of the first ferries crossing the Willamette River. Over time, we became known as the Gateway to the Willamette Valley—the "Eden" at the end of the Oregon Trail—where American settlers and the valley's original people, the Kalapuya, shared a common purpose in agriculture. Today, that spirit of innovation lives on as Wilsonville stands as a destination for some of Oregon's most dynamic and sought-after companies.

Wilsonville offers the best of both worlds: the warmth of a small, tight-knit community paired with the convenience and amenities of its urban neighbors. Nestled on the edge of Oregon's finest agricultural country and perfectly positioned between Portland and Salem, Wilsonville connects the I-5 corridor with thoughtful planning that blends residential charm and commercial vitality.

Here, you'll find a small-town feel with big-town benefits, and the natural beauty that makes Oregon extraordinary. It's a place where people know your name, and you might run into your neighbor halfway across town.

Wilsonville is the perfect balance of modern and traditional—where values meet a purpose-driven lifestyle. Home to enterprising families, innovative businesses, and forward-thinking individuals, Wilsonville is rooted in its past yet guided by an enlightened vision for the future.



What We Do

Wilsonville operates under a council-manager form of government, with the elected City Council setting policy and the City Manager overseeing daily operations. The Mayor and four Councilors serve four-year terms with a two-term limit. As a full-service city, Wilsonville provides public works, library services, parks and recreation, and public transportation. Police services are contracted through the Clackamas County Sheriff's Office, and fire protection is provided by Tualatin Valley Fire & Rescue. The City also owns water and wastewater treatment plants, operated under private-sector contracts.

The Parks and Recreation Department fosters a healthy, active, and connected community through innovative programs and exceptional service. Wilsonville's parks encompass nearly 300 acres of open space and attract families, sports groups, and visitors from across the region. The department delivers this mission through strategic planning, capital improvements, and diverse programs and events. With 23.5 full-time equivalent staff, including seasonal employees, the team works closely with three advisory bodies—the Parks and Recreation Advisory Board, the Arts, Culture & Heritage Commission (ACHC), and the Kitakata Sister City Advisory Board—to recommend improvements, support cultural initiatives, and enhance community spaces.



The Position

The department reflects the perfect balance of tradition and progress. We respect time-honored processes while embracing new ideas that drive growth and innovation. Our parks are valued whether they have been part of Wilsonville for decades or joined the system recently, and our programs combine beloved classics with fresh, creative offerings that keep the community engaged.

Through recent challenges, the team has shown resilience, adaptability, and a commitment to excellence. We support one another across all levels of the organization and appreciate every member for the unique perspectives and skills they bring. While we do not always agree, we always find a way forward. The Wilsonville way is more than a phrase or a mindset. It is a shared commitment to collaboration, growth, and community.

The Parks and Recreation Director provides strategic leadership and oversight for all department operations. This executive-level position is a key member of the City's management team and reports directly to the Assistant City Manager. The department encompasses four core areas: Parks Maintenance, Recreation Programming, Senior Services, and Arts, Culture & Heritage, working together to deliver high-quality facilities, programs, and experiences that enhance the quality of life for the Wilsonville community.



Priorities

- Provide guidance and stability as the department navigates growth and change. Foster a collaborative culture that values communication, professional development, and adaptability to ensure a smooth transition for all team members.
- Establish a long-term framework for financial sustainability by developing innovative strategies and cultivating partnerships that support the growth and resilience of Parks and Recreation services.
- Oversee the review and evaluation of existing Parks and Recreation planning documents to ensure they reflect current priorities and community needs. Provide strategic recommendations to guide future updates and maintain alignment with long-term goals.
- Implement findings from the recently completed staffing study to optimize operational efficiency and support program expansion. Develop and execute long-term staffing strategies that anticipate growth and ensure high-quality service delivery.

The Ideal Candidate

We are seeking a dynamic and forward-thinking leader to serve as the Parks & Recreation Director, providing strategic, visionary, and collaborative leadership to the department.

The ideal candidate will demonstrate exceptional managerial, communication, and critical thinking skills. We value individuals who take a long-term view, adapt quickly to new information, and adjust priorities effectively in response to changing demands. Resilience, flexibility, creativity, and innovation are essential for success in this role.

Leading with humility, the Director will see organizational successes and challenges as shared opportunities for growth. This individual will approach strategy development collaboratively, leveraging the talents of the team and fostering an environment that strives for excellence while maintaining a supportive culture. The Director will champion an organizational climate that values the whole person and encourages respectful dialogue in pursuit of the best outcomes.

The successful candidate will be an advocate for quality service and accountability, demonstrate a commitment to follow-through, and build trusted relationships. They will approach challenges with professionalism, confidence, energy, and a positive outlook. Balancing active listening with decisive leadership, the Director will inspire innovation and guide the department toward shared goals. Excellent communication skills and the ability to tailor messaging to diverse audiences are critical.

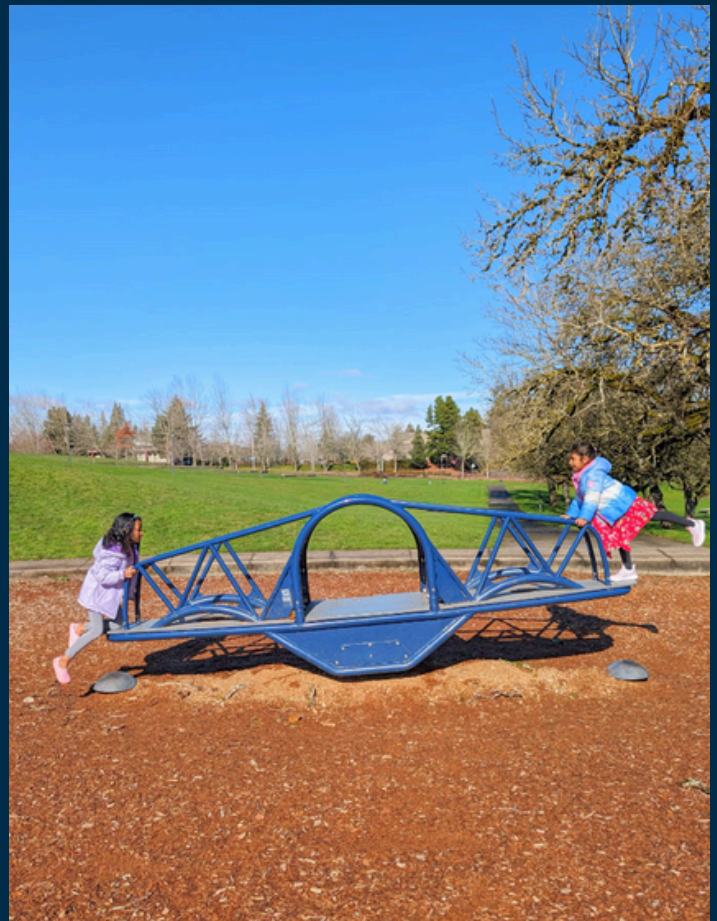
While experience in Parks & Recreation is beneficial, it is not required. Candidates from other fields are welcome, provided they bring transferable leadership and management skills. Comfort with the complexities of local government and engagement with a diverse, active community is essential. Above all, this role requires a leader who can combine strategic vision with practical execution to deliver outstanding results, foster inclusivity, and champion a culture of continuous improvement. The Director will play a key role in shaping programs and services that enhance quality of life, strengthen community connections, and reflect the city's commitment to innovation and excellence.

Education & Experience

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

Experience: Five (5) years of progressively responsible recreation and/or parks management and supervisory experience, including a minimum of three (3) years at a senior management level.

Education: Equivalent to Bachelor's degree from an accredited college or university with major course work in Parks & Recreation, Public Administration, Urban Studies, or a related field. Master's degree is highly desirable.



Compensation & Benefits

The annual salary range for the Parks & Recreation Director is \$124,368 - \$167,876. Starting wage is generally between \$124,368 and \$157,000 and will depend on the qualifications of the successful candidate. Wilsonville provides a generous benefits package, including:

- Health, Dental, Vision (90/10 cost share)
- \$50,000 Basic Life/ADD Insurance
- PERS, including 6% employer contribution
- A 3% employer contribution to 401a
- Vacation Leave, 15 hours/month
- Sick Leave, 8 hours/month
- 12 paid Holidays
- \$200/year Wellness reimbursement
- Voluntary supplemental insurance options

How to Apply

If you're passionate about shaping the future of a growing Parks & Recreation department and want to be part of a team that values collaboration, creativity, and public service, we invite you to apply. Submit your application along with a cover letter that shares why this opportunity excites you and how your background can support the Parks & Recreation department's continued growth and success. The position is open until filled, with first interviews scheduled for January 16, 2026.

<https://www.governmentjobs.com/careers/wilsonville>

Questions?

For more information or questions regarding Wilsonville or the Parks & Recreation Director position, please contact Andrea Villagrana at villagrana@wilsonvilleoregon.gov.

THE HIRING PROCESS

1



JOB POSTING AND RECRUITMENT

Recruitment opens December 11, 2025 and is open until filled.

2



APPLICATION AND SCREENING

Those who meet minimum and special criteria will be asked to respond to supplemental questions. The City will also utilize phone interviews as part of the screening process.

3



INTERVIEWS

First round of panel interviews will be held the last week of January. Finalists may be asked to participate in additional rounds of in-person interviews the following week.

4



REFERENCE CHECKS

The City will contact prior employers and other references for top candidates after confirming candidates are comfortable with us reaching out.

5



DECISION AND OFFER

The top candidate is selected, offered the job, and hired and onboarded into the organization. The City is anticipating a start date in March 2026.

