

**Join Our Team Today!**

# **GENERAL MANAGER**



**Applications  
accepted until  
March 3, 2026**

**Arden Park  
Recreation and  
Park District**

**1000 LA SIERRA DRIVE  
SACRAMENTO, CA 95864**

**WWW.APRPD.ORG**

**HELP SHAPE THE FUTURE OF  
THIS AMAZING  
NEIGHBORHOOD!**

# ABOUT ARDEN PARK

SINCE 1950, THE ARDEN PARK RECREATION AND PARK DISTRICT HAS SERVED AS A CORNERSTONE OF COMMUNITY LIFE IN SACRAMENTO COUNTY. THE DISTRICT HAS A RICH HISTORY, HOLDING THE DISTINCTION OF BEING THE FIRST INDEPENDENT PARK AND RECREATION DISTRICT FORMED IN SACRAMENTO COUNTY. WITH ITS TREE-LINED PARKS, VIBRANT RECREATION PROGRAMS, AND STRONG NEIGHBORHOOD SPIRIT, ARDEN PARK CONTINUES TO ENRICH THE QUALITY OF LIFE FOR RESIDENTS OF ALL AGES. THE DISTRICT INCLUDES TWO PARKS, A COMMUNITY CENTER, A SWIMMING POOL, ATHLETIC FACILITIES, PLAYGROUNDS, AND OPEN SPACE THAT MAKE ARDEN PARK A WELCOMING AND ACTIVE COMMUNITY.

## Position Overview

The General Manager serves as the Chief Executive Officer of the District, reporting directly to the Board of Directors. This position provides overall leadership and management for District operations, property, staff, and budget.

The General Manager guides the implementation of Board policies, ensures effective public engagement, and leads strategic and long-range planning for the continued success of Arden Park's programs and facilities.



## Key Responsibilities

- Administer all District operations, property, and staff.
- Develop and oversee goals, priorities, and work plans in collaboration with the Board.
- Prepare and manage the District's annual budget.
- Supervise 10 full-time and approximately 45 part-time staff and oversee employee development and performance.
- Oversee design, planning, and construction of parks, facilities, and capital projects.
- Serve as liaison to the public, community organizations, and other agencies.
- Represent the District at Board and community meetings.

## Qualifications

### Education & Experience

- Bachelor's degree in Recreation and Park Administration or a related field.
- Five (5) years of progressively responsible management experience in a public agency.

### Knowledge & Skills

- Strong background in park and recreation administration.
- Expertise in budgeting, personnel management, and community relations.
- Ability to plan and direct programs, communicate effectively, and foster a positive organizational culture.

### License

- Valid California Class C Driver's License (or ability to obtain).

## COMPENSATION & BENEFITS

• SALARY \$94,910-\$116,265

• COMPREHENSIVE BENEFITS PACKAGE

• PROFESSIONAL DEVELOPMENT OPPORTUNITIES