

Technical Skills Thorough knowledge of:
The principles and practices of landscape architecture;
construction and management of park grounds and facilities, and the propagation and care of gardens, trees, and shrubs;
program development for all ages and abilities

Considerable knowledge of:
Principles and practices of public administration with special reference to departmental personnel and budget administration, applicable city ordinances, municipal policies, and charter provisions.
Conservation and environmental sustainability methods and practices.

Ability to:
Direct a large division and organize work for major projects and seasonal changes in operations.
Evaluate landscape projects, prepare specifications, and compile current cost and time estimates.
Establish and maintain effective working relationships with employees, community leaders, municipal officials, social service organizations, and the general public.
Express oneself clearly and concisely, orally and in writing.

Education and Experience An accredited bachelor's degree and five (5) years of experience overseeing or coordinating community recreational programs and/or facilities
OR
High school graduation and nine (9) years of experience in recreation management, community programming, sports management, wildlife management, art programming, or therapeutic recreation including five (5) years of managing/overseeing recreational programs.

**Certificates/
Licenses/
Special
Requirements**

- Must pass a background check as prescribed by the City.
- Will be required to pass a preemployment drug screen.

**Supervisory
Responsibility** Supervision is exercised over all assigned professional and paraprofessional staff.

**Supervision
Received** Work is performed under the general technical and administrative direction of the department head.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created 4/73
Revised 4/95, 9/06, 5/19, 8/22, 02/2024, 04/2025, 11/2025, 04/2026