Macomb Park District

ANNOUNCEMENT OF VACANCY FOR

EXECUTIVE DIRECTOR

WWW.MACOMBPARKDISTRICT.COM

OUR MISSION: **ENRICHING LIVES THROUGH OPEN SPACE, EDUCATION, AND RECREATION OPPORTUNITIES.**

ABOUT

About the Community

Nestled in the heart of west-central Illinois, Macomb is a close-knit community that blends small-town charm with big-picture opportunities. It's the kind of place where neighbors greet one another by name, local festivals fill the downtown square, and a strong sense of community pride runs deep.

Macomb is home to Western Illinois University and Spoon River College, giving the city a dynamic energy rooted in education, innovation, and service. The university brings cultural events, Division I athletics, and continuing education opportunities that enrich the entire region. The community is also served by Macomb School District 185, which offers a comprehensive K–12 public education experience.

A regional hub for healthcare and industry, Macomb is anchored by McDonough District Hospital and major employers including Pella Corporation, NTN-Bower, and a range of manufacturing, agricultural, and service-based businesses. The community supports a strong local workforce while offering opportunities for professionals across multiple sectors.

Macomb's central location provides easy access to larger metro areas, with Amtrak service to and from Chicago and direct access to U.S. Highways 67 and 136. The local Go West transit system offers free, convenient transportation throughout the city.

Outdoor recreation and quality of life are cornerstones of life in Macomb. Residents enjoy access to more than 400 acres of parks, as well as nearby Spring Lake Park and Argyle Lake State Park for hiking, fishing, boating, and camping. Signature events like Heritage Days, the Art, Wind, and Fire Festival, the Downtown Park and Cruise series, and the Macomb Farmers Market bring the community together throughout the seasons.

With a low cost of living, affordable housing, and a welcoming spirit, Macomb is an ideal place to build a career, raise a family, and call home.

About the Macomb Park District

Founded in 1947, the Macomb Park District has grown into a vital part of the community, now stewarding over 400 acres of parks, natural areas, and public spaces. With a mission rooted in connection, wellness, and community pride, the District plays an essential role in shaping the quality of life for Macomb residents.

The District offers a variety of seasonal events and recreational opportunities that reflect the diverse interests of the community. From its robust ceramics studio and nature education programs to inclusive playgrounds and scenic trail systems, the Park District continues to evolve in response to community needs. These efforts are supported by a highly dedicated and resourceful team that believes deeply in the power of parks and recreation to strengthen community.

The Macomb Park District staff culture is collaborative, passionate, and committed to progress. Employees are encouraged to bring ideas forward, work across departments, and invest in innovation, stewardship, and meaningful public service. The next Executive Director will inherit a strong team and a forward-moving organization with a clear sense of purpose.

The District maintains strong partnerships with the City of Macomb, School District 185, McDonough County Special Recreation Association, Western Illinois University, and a wide range of civic groups and local businesses. These relationships amplify the District's reach and ensure that public spaces and programs serve the broader good.

A recent highlight is the transformation of Patton Park—once an underutilized green space, now a revitalized community hub featuring a multiuse path, pathway for play, meditative gardens, green infrastructure, and more. This project is a strong example of the District's ability to deliver high-impact improvements that reflect community input and vision.

Other signature locations include:

- Veterans Park – The region's largest outdoor sports complex, featuring athletic fields, walking trails, event space, and playgrounds
- Lakeview Nature Center – 55-acres of restored prairie, interpretive trails, StoryWalk, prairie labyrinth, and educational opportunities
- Ball Fore Family Entertainment Center – Home to the nation's third Park Golf courses, along with mini-golf, sand volleyball courts, and batting cages
- Plus a system of neighborhood parks, green spaces, a skate park, and a dog park

Set within a welcoming and affordable community, the Macomb Park District is a place where parks are more than just green space — they're gathering points, landmarks, and sources of pride. For the next Executive Director, this is a unique opportunity to lead with vision, build on a strong foundation, and help write the next chapter of a district that makes a lasting difference in the lives of those it serves.

QUALIFICATIONS

THE BOARD OF COMMISSIONERS IS SEEKING TO EMPLOY AN EXECUTIVE DIRECTOR WITH THE FOLLOWING QUALIFICATIONS, CHARACTERISTICS, AND TRAITS:

1. A bachelor's degree in park and recreation administration or related field. A master's degree preferred.
2. At least 7 years of administrative experience in the park and recreation field. Experience as a director or key leadership role at a large agency.
3. Certification as a Park and Recreation Professional preferred.
4. Excellent oral and written communication skills.
5. Administrative skills based on positive human relations, interactive communication skills, and high public visibility.
6. Evidence of skills and experience in developing short-range and long-range goals to incorporate the agency's master plan.
7. A strong understanding of the mission of a dynamic park and recreation agency and the importance, as well as the role, of the independent board members in accomplishing that mission. Must possess the ability to cultivate a positive working relationship with all commissioners and stakeholders.
8. Respects conflict, negotiation, and a diversity of views within the community.

SALARY

COMPENSATION

$75,000 to $100,000

plus a comprehensive benefits package.

FINANCE

FINANCIAL INFORMATION

Total Budgeted Revenue
2,862,898

Total Budgeted Expenses
2,530,543

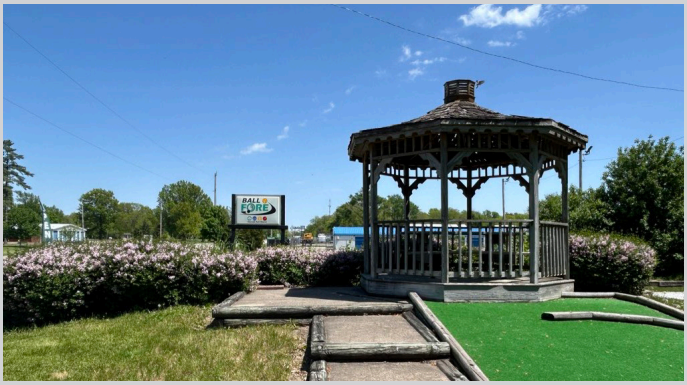
Total EAV
193,489,039

Total Tax Rate
0.86015

BOARD

BOARD OF COMMISSIONERS

	ORIGINALLY ELECTED	TERM EXPIRATION
Neil Armstrong, *President*	2023	2027
Molly Selders, *Vice President*	2021	2027
Phillip Weiss, *Commissioner*	2017	2027
Cory Clem, *Commissioner*	2025	2029
Vacant		



APPLY

APPLICATION PROCEDURE

THE BOARD OF COMMISSIONERS OF THE MACOMB PARK DISTRICT INVITES APPLICATIONS FOR THE POSITION OF EXECUTIVE DIRECTOR.

THE MACOMB PARK DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.

APPLICATIONS SHOULD BE MARKED PERSONAL AND CONFIDENTIAL. ALL APPLICANT PACKETS MUST CONTAIN THE INFORMATION FOR FULL CONSIDERATION.

1. Formal letter of application indicating reasons you desire to be a candidate.
2. Current resume needs to include, but not be limited to, employment history, duties, number of employees supervised, and budget amount managed.
3. Complete list of accomplishments/completed projects.
4. Provide 3 CURRENT (DATED) letters of recommendation.
5. You must also supply 3 PROFESSIONAL references with complete names, addresses, and phone numbers.
6. Typewritten responses to the following management questions. Please limit your responses to each question to one page.
    - Describe your management style.
    - State and discuss your philosophy of parks and recreation.
    - If you were chosen for the position, what steps would you take as the district's new leader in your first 120 days?
7. Complete set of up-to-date credentials which include legal proof verifying educational degrees. Transcript or copy of degree is acceptable.

Macomb Park District

ALL APPLICATIONS AND INQUIRIES SHOULD BE REFERRED TO:

SUBMIT APPLICATIONS TO:

AHOWARD@ILPARKS.ORG
OR
ILLINOIS ASSOCIATION OF PARK DISTRICTS
211 EAST MONROE STREET
SPRINGFIELD, IL 62701-1186

QUESTIONS:

217-970-7317
OR
AHOWARD@ILPARKS.ORG

TENTATIVE SELECTION PROCESS

JUNE 20, 2025:
DEADLINE FOR APPLICATIONS TO BE RECEIVED

LATE JUNE 2025:
CANDIDATE INTERVIEWS

MID/LATE JULY 2025:
TENTATIVE DATE OF EMPLOYMENT