



**Executive Director
Metro East Park and Recreation District
Serving Madison and St. Clair Counties, Illinois**

The Metro East Park and Recreation District (MEPRD) is requesting that interested applicants meeting the requirements summarized below submit resumes on or before Friday, May 19, 2017, by 4:30pm, to fill the position of Executive Director. The current Director is retiring effective June 30, 2017.

MEPRD was formed by voters in November 2000, and today serves over half a million residents throughout Madison and St. Clair Counties. MEPRD is locally funded through a one-tenth percent sales tax, and partners with local government, special districts, and other jurisdictions who are engaged in the construction and management of park, trail and recreation projects.

The Executive Director reports to the MEPRD Board of Directors, administers the District's various grant programs, policies and finances; and manages the day-to-day operations of the District including overseeing a staff of two professionals. MEPRD also manages the Malcolm W. Martin Memorial Park.

Requirements include but are not limited to:

- A Bachelor's or Master's degree in Business Administration, Public Administration or related field, and five years' experience demonstrating progressively more responsibility and executive administrative experience.
- Employment longevity.
- Excellent communications skills, written and oral.

MEPRD is an EEO, Drug Free Workplace

Compensation commensurate with qualifications. Excellent Fringe Package.

Please send resume and salary history to:

President of the Board of Directors
MEPRD
104 United Drive
Collinsville, Illinois 62234

President@meprd.org