Tennessee Department of Environment and Conservation

Fall Creek Falls State Park – Park Manager 3

Division of Tennessee State Parks, Bureau of Parks and Conservation

Annual Salary Range: $46,752 - $74,796

About the Tennessee Department of Environment and Conservation (TDEC)

The department is responsible for:

- Safeguarding the health and safety of Tennessee citizens from environmental hazards;
- Protecting and improving the quality of Tennessee's land, air, and water, and
- Managing the system of 56 Tennessee State Parks and 85 Natural Areas

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than $300 million with funding from dedicated fees and state parks revenue, federal sources, and the state general fund. The department is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. EPA to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water pollution, water supply, and groundwater pollution. TDEC has eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

Summary & Distinguishing Features

The Fall Creek Falls State Park Manager is an Executive Service position and part of the Department's Park and Conservation Management team. The Fall Creek Falls State Park Manager reports to the East Tennessee Parks Area Manager. The most important duty of this position is to ensure that the mission of Tennessee State Parks is achieved and implemented, while managing the day-to-day operations and staff at Fall Creek Falls.

Duties and Essential Functions

The Fall Creek Falls State Park Manager's primary responsibilities include:

- Administration of an annual operating budget of $7,979,900 and projected revenues in excess of $5,400,000.
- Manage approximately 86 full-time and 70 part-time staff and provides consistent coaching and performance evaluations throughout the year. Conducts regular meetings with park leadership staff for effective communication of objectives and management strategies.
- Manage oversight of the park's retail operations that include: an inn and restaurant, cabin operations, a golf course, boat dock operation, nature center, campground, pavilions, two group lodges, two group camps, and swimming pool. The park manager also has oversight of a leased stable and village operations including the General Store and the ZIPStream Zip Line Aerial Adventure Park. In coordination with the Middle TN Regional Maintenance Office, provides oversight and facility maintenance for the all of the park's facilities.

- Natural resource management of the park's over 26,000 acres including approximately 35 miles of developed hiking trails, 75 miles of mountain bike trail and 345 acre Fall Creek Lake and associated activities and shoreline. Additional resource management oversight includes the following satellite areas which the park oversees: Lost Creek Cave and Virgin Falls State Natural Areas.
- Studies and evaluates park operations and makes recommendations/decisions on services to enhance economy and to improve the quality of operations and services.
- Establish performance measures for operations and programs that allow for effective measures of accountability, and provide for evaluation of quality and feasibility of operations and programs. Participate in the implementation and coordination of policies and methods for park operations. Study, review, and enforce state policies and guidelines at the park level.
- Responsible for establishing, reviewing and following the parks Management Directive Statement, Business & Management Plan, Interpretive Action Plan, Safety and Security/Emergency Management Plan, Park Facilities Management Plan and Standard Operating Procedures.
- Work closely with volunteers to develop a volunteer base that support the park through fundraising and interpretive activities.
- Participates in community outreach programs and partner with local businesses and area officials to promote the park and impact economic development.
- Assist with interpretive programming goals, marketing and promotional activities and facilities/maintenance management.

Competencies

- Proven leadership skills – able to influence and motivate others to achieve quality results in an effective and efficient manner; success leading high performance teams. Competent at formulating long-range and strategic plans.
- An effective communicator with the ability to present complex topics effectively in a concise manner to a variety of audiences.
- Strong interpersonal skills dealing with people at all levels within the organization, as well as external stakeholders, including high level contacts in state, local and federal government – as well as private entities, conservation organizations, corporate sponsors, and general public, and at times the media.
- Able to resolve problems with effective solutions.
- Candidates for this position should have a strong interest in natural history.

Qualifications

Qualified candidates should possess a Bachelor's degree preferably in Natural Resource – Based Management (Natural Resources, Forestry, Wildlife Biology, etc.), Park and Recreation Management or related field and have 5+ years' natural resource and/or parks and recreation professional experience. Basic qualifications also include continued education and certifications in Resource Management, Parks and Recreation Management and Leadership Development. It is desired that the candidate be a state commissioned officer recognized by the Tennessee Law Enforcement Training Academy, or can qualify to become commissioned.

All interested candidates should submit via email (**TDEC.Careers@tn.gov**) resume and cover letter to Beth Smith, Director, Office of Talent Management. The position will remain posted until June 3, 2016. Additional questions regarding the position should be sent to TDEC.Careers@tn.gov.

Beth Smith, Director, Office of Talent Management
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