

## **Park Superintendent Lockhart State Park – Texas Parks and Wildlife Department**

### **General Description:**

Under the direction of the Deputy Regional Director, this position is responsible for complex (journey-level) park/historic site management work and the preservation, protection, administration, operation and maintenance of Lockhart State Park. Responsibilities include, but are not limited to: cultural and natural resource stewardship; financial management, including budget planning, preparation and monitoring; revenue management, and human resources management to include recruitment and retention of a diverse workforce; public safety programs; maintenance and repair of facilities, grounds and equipment; customer service, public relations, marketing and promotion; interpretation and education, coordinating special events, engaging in community outreach that includes a diverse/underserved visitor base, volunteer development and coordination of partnerships. Responsible for management of nine-hole golf course and public swimming pool facility, along with other assigned projects required by the Region and Austin headquarters. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Performs additional duties as assigned. Complies with all Agency, Division and Branch rules, regulations and procedures.

**Hiring Contact:** Christopher Bishop, (361) 557-1882 or christopher.bishop@tpwd.texas.gov

**Salary:** \$ 5,561.76 (monthly)

### **Minimum Qualifications:**

#### **Education:**

Graduation from an accredited college or university with a Bachelor's degree.

#### **Experience:**

Three years experience in (1) natural/cultural resource management; or (2) interpretation or education; or (3) general maintenance; or (4) public safety; or (5) promotions or public relations or marketing;

Two years experience as a supervisor or team leader.

NOTE: Experience may have occurred concurrently.

### **Preferred Qualifications:**

#### **Experience:**

Experience as a supervisor or team leader in park and/or golf course operations and management;

Experience in managing and developing personnel;

Experience with community outreach and coordination of partnerships;

Experience managing natural, cultural, and other park resources.

Bilingual in English and Spanish.

### **Knowledge Skills and Abilities:**

Knowledge of all phases of park administration and operations;

Knowledge of cultural and natural resource management;

Knowledge of accounting/accountability of revenue collection;

Knowledge of interpretation/education programs;

Knowledge of golf course management practices;

Knowledge of swimming pool operations;

Skill in using MS Word, Excel and Outlook;

Skill in effective verbal and written communication;

Skill in planning, assigning and/or supervising the work of others;

Skill in personnel management and effectively supervising employees while maintaining and fostering a team environment;

Skill in effective interaction with staff at all levels of the department and other State agencies and organizations;

Skill in public relations and developing beneficial relationships and promotional partnerships with volunteer

groups, leased concessionaires and other outside agencies/organizations;  
Skill in making independent, sound and timely decisions;  
Ability to develop and follow Fiscal Control Plans;  
Ability to carry out public and employee safety programs to include water safety;  
Ability to coordinate maintenance, repair, or construction of park and golf course facilities as well as maintenance/repair of equipment;  
Ability to work under stressful conditions;  
Ability to maintain strict confidentiality;  
Ability to work independently with little or no supervision;  
Ability to work as a member of a team;  
Ability to accurately handle transactions and account for revenue collected;  
Ability to develop and maintain financial systems, accountability of budgets, purchasing, revenue collections, inventories, and agency property;  
Ability to effectively manage and respond to complaints, emergencies, stressful situations and large groups of people;  
Ability to enforce appropriate park rules and regulations in a fair and consistent manner;  
Ability to perform manual labor including, lifting supplies and materials up to 50 lbs.;  
Ability to conduct work activities in accordance with TPWD safety program.

**Working Conditions:**

Required to work in a public park with overnight camping and day use visitors;  
Required to work 40 hours per week, includes various schedules with hours other than 8:00 a.m. to 5:00 p.m., and days off other than Saturdays, Sundays and holidays;  
Required to respond to emergencies and on-call situations;  
Required to perform work outdoors, occasionally in adverse weather conditions;  
Required to perform manual labor including, lifting supplies and materials up to 50 lbs.;  
Required to operate a State vehicle;  
Optional on-site State housing with a monthly housing deduction. Housing rate is established by oversight agencies and may change according to market value;  
Required to travel 10% with possible overnight stays;  
Must conform to TPWD work rules, safety procedures and dress and grooming standards;  
Non-smoking environment in State buildings and vehicles.

**Apply Here:**

[Job Description - TPWD - Park/Historic Site Superintendent II \(00038382\) \(taleo.net\)](#)