



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

PUBLIC NOTICE OF JOB OPPORTUNITY

Recreation Director (P/T)

The Borough of Mountain Lakes is seeking an organized and motivated individual to fill the role of Recreation Director. The role includes coordination, planning, and execution of all recreational activities for the Borough. The Recreation Director maintains effective working relationships with the Mountain Lakes Police Department, The Mountain Lakes Fire Department, Department of Public Works, community groups, and the Mountain Lakes schools. Additionally, the Recreation Director works directly with the staff of Borough Hall and is responsible for the budget and related accounting reports of the recreation department.

The Recreation Director plans and executes all traditional Borough events, oversees the staffing of all recreation and summer beach personnel and is responsible for the Recreation programs in town including sports, summer camps, town events and offerings for residents of all ages. The Recreation Director assists in performing a continual evaluation of the beaches and borough park facilities, recommends changes to meet specific community recreation and leisure goals, and works with the guidance and support of the Recreation Commission.

The ideal candidate should be an organized, detail-oriented, energetic, team-leader, who works well with others, has local knowledge of Mountain Lakes and has a BA degree and related work experience.

Interested applicants are required to submit a letter of intent, resume, and list of related experience to the address below no later than September 30, 2018:

**Borough of Mountain Lakes
Attn: Borough Manager
400 Boulevard
Mountain Lakes, New Jersey 07046**

Mountain Lakes is an Equal Opportunity Employer