



# PARKS & RECREATION DIRECTOR

PARKS & RECREATION DEPARTMENT  
City of Laredo, Texas

## Annual Salary:

\$123,156 - \$160,118 DOE/DOQ



Are you a visionary parks and recreation professional who can oversee complex recreational operations, lead large teams, and enhance quality of life through innovative programs and facilities? If so, apply to be the City of Laredo's next **Parks & Recreation Director!**

We're looking for an exceptional servant leader who is:

- Passionate about parks, recreation programs, and community wellness
- Skilled in managing diverse facilities, special events, and capital projects
- Comfortable engaging with residents, elected officials, and employees across all levels

**Texas Begins Here — read on to learn more about this exciting leadership opportunity!**




# ABOUT THE COMMUNITY

Laredo, Texas is a vibrant and culturally rich border city that blends deep history with modern economic strength. Incorporated in 1755, Laredo is one of Texas' oldest communities and today serves as the county seat of Webb County and the largest inland port in North America.


Located along the Rio Grande and connected by four international bridges, Laredo is a critical hub for international trade, transportation, and logistics between the United States and Mexico. The city benefits from a diverse economy anchored by warehousing, transportation, healthcare, education, retail, and public service.

Residents enjoy a unique bicultural atmosphere with world-class museums, historic plazas, festivals, and outdoor recreation opportunities including birding trails, golf courses, and access to Casa Blanca Lake. Laredo's downtown reflects its colonial roots, while new development continues to support growth and modernization.


The city is served by major highways, a commercial airport, and regional higher education institutions including Texas A&M International University and Laredo College.



POPULATION  
**~256,000**




MEDIAN HOUSEHOLD INCOME  
**\$61,519**




MEDIAN HOME VALUE  
**\$182,400**

AVERAGE MONTHLY RENT:  
**\$1,001**

History



Tourism



# GOVERNANCE & ORGANIZATION

Laredo operates under a Council-Manager form of government, with the policy-making and legislative authority vested with the City Council. The Mayor is elected at-large and serves a four-year term with a limit of two terms. Eight Council Members are elected by district on a non-partisan basis and may serve up to two four-year terms. The City Council appoints the City Manager, City Attorney, Internal Auditor, Planning Director, Municipal Court Clerk, Police Chief, Fire Chief, and Associate Municipal Court Judge (2 positions).

The City provides a full range of municipal services including police and fire protection, parks and recreation, cultural activities, libraries, recycling, public health and social services, municipal housing, public transportation, water and wastewater utilities, sanitation services, an international airport, planning and zoning, and general administrative services.



## ABOUT THE PARKS & RECREATION DEPARTMENT:

### Department Motto: "We work hard so that others can play."

Departmental Mission Statement: To enhance the quality of life by providing and maintaining welcoming parks, diverse and accessible recreation programs, memorable events, and outdoor celebrations, and promoting individual and community health through recreation in response to the public.

### Key Departmental Functions:

- Maintenance and infrastructure improvements to 1,370+ acres of parks, trails, fields, and playgrounds
- Plans, develops, and creates new parks, from landscaping to amenities, in both existing and new residential developments
- Operate 8 recreation centers, 1 mini fitness center, 2 centers dedicated to senior programming, and 1 boxing gym.
- Provides recreation activities while managing the daily programs and maintaining a clean, safe environment for the community
- Operates and maintains 7 swimming pools, aquatics programming, 14 splash parks, and 1 water park
- Provides management and maintenance of 5 tennis court complexes; 21 tennis courts spread out across the four quadrants of the City, as well as oversight of 6 courts in partnership with the United Day School for joint use.

The FY 2026 Annual Parks & Recreation Departmental Budget is roughly \$22 million (General Fund), and \$25.1 million (Sports & Community Venue Sales Tax Fund, including Revenue Bond and Debt Service), and is staffed with approximately 250 FTE's.

[Full Job Description](#)



# THE PARKS & RECREATION DIRECTOR POSITION:

Under the general administrative direction of an Assistant City Manager, the Parks & Recreation Director oversees, directs, and manages the entire Department of Recreation and Parks, including the administration of all city parks, recreation centers, plazas, park developments, and park maintenance throughout the City. Services include aquatics programs, recreation centers, leagues, Buena Vista Sports Complex, Special Needs, Special Events, the Unitrade Baseball Stadium, and The Max Golf Course (both managed by private operators), and daily departmental operations. Additionally, the role involves overseeing recreational programs and facility development, while planning and developing departmental budgets, setting goals, and establishing objectives to ensure compliance with organizational standards. Direct reports include an Assistant Parks & Recreation Director-Recreation & Administration, an Assistant Parks & Recreation Director-Maintenance, Construction, Fields, and Capital Projects, the Buena Vista Sports Complex Superintendent, and an Administrative Assistant.

## Other responsibilities include:

- Approves all special permits in accordance with City policy and procedures, local, state, and federal rules and regulations governing the same.
- Develops, prepares, and enforces departmental policy and procedures to enhance productivity, efficiency, and operational effectiveness.
- Attends and conducts staff meetings to maintain influence and awareness of department activities.
- Approves various departmental documents, monthly reports, and purchase requisitions.
- Attends City Council meetings and make necessary presentations.
- Assists in maintaining good communication between staff, visitors, and other business contacts.



## DEPARTMENT STRUCTURE

Divisions within the department:

- Recreation & Administration
- Maintenance, Construction, Fields & Capital Projects
- Aquatics, Athletics & Community Programming



## EMPLOYEES

~250

FULL-TIME EMPLOYEES



## DEPARTMENT BUDGET

~22 MILLION GENERAL FUND

\$47 MILLION COMBINED  
OPERATING, SALES TAX, & DEBT  
SERVICE FUNDS

## DEPARTMENTAL PROJECTS & INITIATIVES:

- Incorporate an Inventory/Work Order software program
- Continue installation of surveillance cameras in parks
- Complete construction/rebuilding of a variety of playgrounds, pickleball courts, soccer fields, pools, tennis courts, walking trails, and Frisbee golf course
- Commence Phase II Design Study for Buena Vista Sports Complex
- Explore options for replacement Parks & Recreation Office
- Review Parks & Recreation rate structures



## IDEAL CANDIDATE

The ideal candidate will be a passionate and community-focused parks and recreation professional with experience managing diverse recreational operations, facilities, programs, and capital projects. They will be an approachable and collaborative leader who values employee development, operational excellence, and outstanding customer service.

The chosen individual should possess outstanding time management skills to juggle multiple priorities/programs, and keep initiatives moving forward.

The successful candidate will demonstrate excellent communication and public speaking skills, along with the ability to engage effectively with residents, elected officials, staff, and community stakeholders from all backgrounds. They will possess strong financial and budgeting acumen, promote best management practices, and bring a proactive, visionary leadership style to the organization.

The next Director will be a servant leader with high emotional intelligence who inspires trust, builds strong teams, and confidently makes decisions while maintaining focus on improving community quality of life through parks and recreation services.

## EXPERIENCE & QUALIFICATIONS

### REQUIRED:

- A Bachelor's degree from an accredited college or university in Sports Management, Recreation Administration, Leisure Services, Business Administration, Public Administration, or a related field.
- At least seven (7) years of increasingly responsible professional experience in parks and recreation program administration, with at least three (3) years in a managerial capacity.

### PREFERRED:

- Master's Degree in Sports Management, Recreation Administration, Leisure Services, Business Administration, Public Administration, or a related field
- National Recreation & Park Association Certification
- Experience with Commission for Accreditation of Park and Recreation Agencies (CAPRA)

### OTHER:

- Residency within the City of Laredo is required within a reasonable period of time following appointment
- If an applicant holds an out-of-state license, a State of Texas Driver's License must be obtained within 6 months of employment
- The final candidate will be required to undergo a drug and alcohol test before employment, and as a safety-sensitive position, is also subject to random drug and alcohol testing

# SALARY & BENEFITS

The City of Laredo offers a competitive salary range of \$123,156 - \$160,118, depending on qualifications and experience. The City provides a generous benefits program including three health plan options (PPO, HMO, HDHP, with all plans requiring a 30-day waiting period, Dental insurance, and an \$80,000 Life and AD&D. Other ancillary medical options are available at low-cost savings. Employees also have access to an in-house employee clinic that operates under the Public Health Department.

The chosen individual should possess outstanding time management skills to juggle multiple priorities, programs, projects, facilities, special events, and keep initiatives moving forward.

Retirement is provided through the Texas Municipal Retirement System (TMRS) with a 7% employee contribution with a 2-1 City matching ratio. Restricted Prior Service Credit is also available, as is a Deferred Compensation 457-Retirement plan.

Vehicle and cell phone stipends and relocation assistance may be offered as part of the negotiation process with the final selected candidate. For a full description of benefits, please visit the City's website at: [www.cityoflaredo.org](http://www.cityoflaredo.org) under Employee Benefits.

## HOW TO APPLY

Apply Here



For more information on this position, contact:

**Doug Thomas, Executive Vice President of Recruitment & Leadership Development**  
[douglasthomas@governmentresource.com](mailto:douglasthomas@governmentresource.com) | 863-860-9314

*City of Laredo is an Equal Opportunity/Affirmative Action/Pro Disabled and Veteran Employer. We welcome differences in the form of gender, race, ethnicity, disability, geography, socioeconomic status, age, politics, religion, philosophy, sexual orientation, or gender identity. All applicants who share this goal are encouraged to apply. Must be able to function in a principle-based organization that has a culture built on character and core values. The final selected candidate must be able to function in a principle-based organization that has a culture built on character and core values. Applicants selected as finalists for this position will be subject to a comprehensive background check.*

