



## OAKS PARK IS SEEKING A CHIEF EXECUTIVE OFFICER

The Oaks Park Association (OPA) Board of Directors seeks a CEO to lead and manage the operation of Oaks Park on the Willamette River in Portland, Oregon. Together with the Board, the CEO will advance the mission of the non-profit organization to preserve and perpetuate the historic park as an affordable, safe, family-friendly recreation attraction open to the general public.

Charged with implementing the mission and values of Oaks Park, the successful candidate will provide executive and operational leadership of a successful, on-going business operation.

### ABOUT OAKS PARK

The 44-acre site on the Willamette River was opened in 1905 and named for its grove of historic oak trees. The amusement park features a roller rink, ferris wheel, carousel, roller coaster, railroad and a broad array of contemporary amusements, in addition to picnic facilities and park features. OPA employs 27 full-time staff, more than 200 seasonal workers, and more than 50 part-time workers in the winter. The annual OPA budget for operations exceeds \$7 million.



### JOB RESPONSIBILITIES

- Reporting to the OPA Board of Directors, CEO will manage the organization with collaborative, team-based leadership, providing clear direction.
- Assure effective customer service for the park operations to achieve a safe, family-friendly atmosphere.
- In conjunction with the OPA Board, develop policy, strategy and long-range plans to perpetuate and sustain the park.
- Steward financial resources and manage the annual budget.
- Oversee the natural physical aspects of the park, assure the maintenance of buildings and physical facilities.
- Serve as chief spokesperson and advocate, maintaining and developing relationships with key stakeholders, public entities and the general public.

## QUALIFICATIONS

- Demonstrated successful experience in delivering high quality customer service in a complex business environment; preference for experience with family friendly recreation.
- Demonstrated success in effective financial planning and business operations management: Safety, human resources, facilities.
- Demonstrated success in team leadership and supervision.
- Effective communicator and collaborator.
- A leader who loves our mission of bringing joy to people all year round.

## COMPENSATION

Competitive, based upon the qualifications and experience of the candidate. Base salary plus annual bonus will be included.

## HOW TO APPLY

Submit the following materials to Rick Gustafson, Chair, Oaks Park Association [rgustafson@sojpdx.com](mailto:rgustafson@sojpdx.com):

1. Cover letter (maximum two-pages) stating why you are interested in this position and how your experience qualifies you for the job.
2. A complete resume detailing your skills and background.
3. Three references, including name, title, address, phone number and email.



## DEADLINE FOR SUBMITTAL OF APPLICATIONS 5 P.M., FRIDAY, JANUARY 12, 2018

