

**Facility Specialist  
Bismarck Parks and Recreation District**

As the Facility Specialist for the Bismarck Parks and Recreation District (BPRD), you will provide the overall management and supervision of the outdoor swimming pools and indoor ice arenas in order to provide the highest quality program, facility and event experiences for the residents of Bismarck and its visitors.

To thrive in this position, you must have knowledge of principles, practices and methods of the parks and recreation field; the knowledge of methods for organizing, coordinating and supervising a variety of recreation programs; the ability to manage multiple tasks simultaneously; have a basic knowledge of swimming pool and ice arena standards/operations and be able to pass a background check and drug/alcohol screening.

In order to qualify, candidates must have a bachelor's degree in field of parks and recreation administration, community recreation, or related field and one year full-time or two years' part-time experience related to the position, a valid driver's license and the ability to lift 30 pounds alone or heavier lifting with other employees.

Preferred qualifications include any of the following: additional education or work experience related to the job description, or additional job-related certifications such as Certified Pool Operator, Aquatic Facility Operator, Lifeguard, Water Safety Instructor, Lifeguard Instructor, Certified Ice Rink Manager, Certified Ice Rink Technician, Certified Rink Administrator, or first aid/CPR.

Starting bi-weekly salary range is \$1,850 - \$2,000 and will include the standard full-time employee benefits of BPRD.

A cover letter, BPRD job application, and resume must be submitted to Bismarck Parks and Recreation District, ATTN: Human Resources, 400 East Front Avenue, Bismarck, ND 58504 or emailed to [jobs@bisparks.org](mailto:jobs@bisparks.org) by 5:00 pm central time on August 23, 2023 or until the position is filled.

The job description and application can be viewed and obtained at the Park District office or at [www.bisparks.org](http://www.bisparks.org).

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