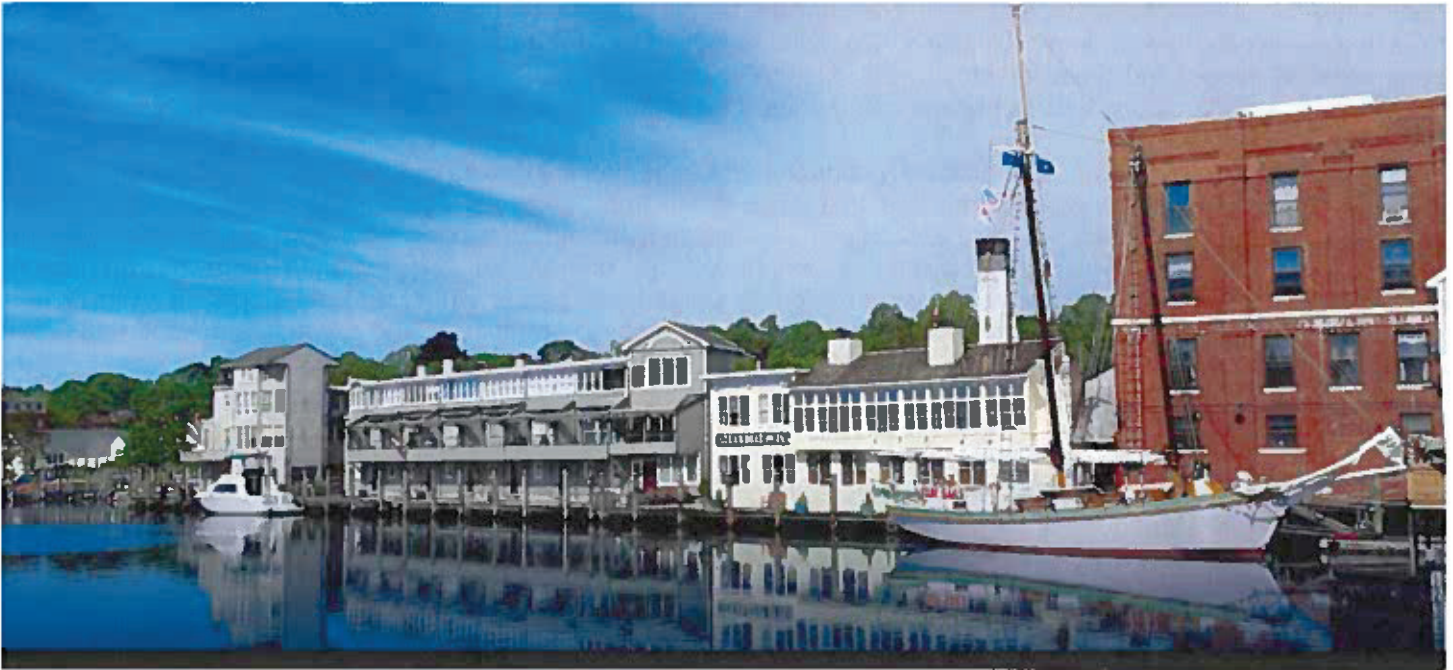


Town of Groton, CT
Manager of Parks and Open Space
\$ 86,370.65 - \$120,918.91 / DOQ



The Town of Groton, Connecticut is looking for a motivated and committed professional to manage the Town's Parks and Open Space. The Manager will serve as a key stakeholder in Parks and Open Space strategic planning, ensuring alignment with and serving as a liaison to community members and organizations. The Manager will be responsible for the implementation of the Community Forestry and Open Space Management plans. This position will be instrumental in addressing the level of Service Gaps in the park system identified in the Recreation Master plan, and will provide effective leadership to the division team.

Groton is located on the shoreline in southeastern Connecticut and is home to a diverse community that celebrates inclusivity. The Town is active in economic development and diversification, and is conveniently located midway between New York and Boston. Groton boasts diverse educational options, historic sites, attractions, and outdoor spaces, for a balanced quality of life.

The Town of Groton is an Equal Opportunity Employer and values diversity at all levels; it is committed to creating an environment of belonging and engagement for all employees, and encourages all individuals to apply.

The total rewards package for this position includes the following:

- Health and Dental Insurance
- Employer HSA contribution
- Traditional Pension, or 457 Defined Contribution, Retirement Plan
- Optional Deferred Compensation plans (Roth IRA or 457(b))
- Employer sponsored life insurance
- Periodic remote work opportunity
- Employee Assistance Program
- Dependent Care FSA
- Wellness activities and resources
- Generous accrued leave time (Vacation and Sick)
- 13 Paid Holidays
- Professional Development Opportunities and Tuition reimbursement
- The Town is an eligible Public Service Loan Forgiveness employer

POSITION OVERVIEW

Under the general direction of the Director of Parks and Recreation, the Manager of Parks and Open Space is responsible to lead, manage, and implement a systematic plan for the operation and care of parks, open space, cemeteries, trails, athletic fields, and trees. Responsible for the appropriate use and allocation of resources in order to achieve division goals and objectives. Formulates plans, procedures, goals, and objectives, and directly supervises all levels and types of employees in the Parks and Open Space Division. Manages the creation of accreditation standards and will maintain ongoing adherence to the standards, as well as policy and procedure.

Responsible to identify and analyze efficiency improvement opportunities throughout the division, implement needed changes, and manage the change process to realize those improvements. Prepares annual operating budget recommendations and works with the Director in establishing and implementing long-term capital improvement plans for the Division. Maintains ongoing oversight of the operational budget, managing and approving expenditures. Responsible for employee supervision, management, performance, and development. Administers employee orientation and development training. Recommends hires, promotions and corrective actions. Manages annual seasonal hiring process.

REQUIRED QUALIFICATIONS

The skills and knowledge required would generally be acquired with a Bachelor's Degree in Natural Resources Management, Park Management, Turf Management or closely related field with five (5) years related experience, or a Master's Degree in Natural Resources Management, Park Management, Turf Management, or a related field; and three (3) years of related experience.

A combination of education and experience that demonstrates the ability to perform the responsibilities of this position may be considered in lieu of stated education and experience requirements. Thorough knowledge of the current principles and practices of responsible Parks, Forestry, and/or open space management. Strong organizational, administrative, and coordinating skills and the ability to motivate staff to meet deadlines, work within budget, and to engender a team approach to projects. A minimum of two (2) years of supervisory experience and project planning is preferred.

Criminal background, drug testing, and driving record checks required prior to employment.

REQUIRED CERTIFICATIONS/LICENSES

Valid Motor Vehicle Operator's License required. A Supervisory Pesticide Applicators License is preferred or must be obtained within 12 months of the start of this position.

SELECTION PROCEDURE

Review and screen of applications/resumes with best qualified candidates eligible for oral board examination(s).

APPLICATION PROCEDURE

Applications are available at the Human Resources Office, Groton Town Hall, 45 Fort Hill Road, Groton, CT 06340 or at www.groton-ct.gov. Applications must be returned on or before **February 2nd, 2026**.



Arnetia Green
Director of Human Resources/Risk Management

Individuals with disabilities who will need reasonable accommodation to complete the selection process should inform the Human Resources Office as soon as possible. Documentation supporting the need for this accommodation may be required.