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### Job description

Portage Borough

721 Main Street  
Portage, PA 15946  
814/736-4330

Legal Ad for the Recreation Director

Exciting opportunity for a self-motivated, results oriented professional to lead a newly created Portage Area Joint Parks and Recreation Commission. We are seeking a dynamic leader to create, direct, develop and oversee a comprehensive set of parks and recreation services for the residents of the Portage Area. Bachelor's degree in parks and recreation required. Master's or advanced degree preferred. Minimum of five (5) years of progressively responsible experience in the parks and recreation field.

Candidates must have a varied background in recreation programming with demonstrated competence in organizing and operating activities for all ages, interest and abilities; prior experience overseeing successful fundraising, and a proven track records of successful grant writing. The ideal candidate will be able to lead people, manage financial and accounting need, attract and nurture financial contributors, and develop strong community partnerships. Salary \$50,000 to \$55,000 DOQ, plus a full benefit package. Position description available at [www.portageboro.com](http://www.portageboro.com) and [www.portagetwp.com](http://www.portagetwp.com) Send a letter of interest, resume and contact information for three professional references to Mr. Robert Koban. Applications only accepted electronically to [pboro@comcast.net](mailto:pboro@comcast.net).

Job Type: Full-time

Salary: \$50,000.00 - \$55,000.00 per year

Benefits:

- Health insurance

Schedule: