

Job Profile: Parks and Recreation Director



The Hopewell Area Recreation and Parks Board (HARP) was formed in September 1987 by an intergovernmental agreement of cooperation among Stewartstown Borough, East Hopewell Township, and Hopewell Township, York County. In 1989 Cross Roads Borough joined HARP.

The HARP park property is owned by Stewartstown Borough and Hopewell Township. HARP is responsible for coordinating the operation and maintenance of facilities located at the park and developing a year-round recreation program for all ages.

HARP operates a community building at the park with a large meeting room, kitchen, gymnasium, and office. Recreation programs sponsored by HARP are held at the community building and at the park facilities, which include ball fields, soccer fields, picnic pavilion, playground areas, concession stand, and batting barn. Community groups utilize the building for meetings and other functions. The building and park facilities are also rented for private functions.

Municipal contributions to HARP are based on each municipality's percentage of the total population of the four communities of 19,452, based on the 2010 census. Mandatory dedication funds from the municipalities are also contributed to HARP.

*HARP's purpose is to provide high quality park areas, recreation facilities, and recreation programs through the joint efforts of the four partnering municipalities. The goal is to work together to meet the present and future parks and recreation needs of the community's residents.*

The park and community building are busy places. HARP is an active volunteer board that is very involved in operations. As volunteers, they are stretched thin and spend hours on HARP work each week. The operation of the park and programs has become more than a volunteer board can handle. As a result, HARP has applied for and received a Pennsylvania Department of Conservation and Natural Resources Circuit Rider grant to hire its first-ever Parks and Recreation Director.

Revenue generation and financial management will be important for HARP. As the Circuit Rider grant decreases, funds will need to be generated for the Parks and Recreation Director's salary and benefits. Two of the best sources for that will be program revenue and facility rental revenue. Expansion of the program schedule to include revenue-generating programs will be a priority. The Parks and Recreation Director will be the only office employee at this time.

HARP's goal is to secure the very best parks and recreation professional to undertake these priorities:

- Expanding promotion and resident awareness of parks and recreation opportunities
- Assessing resident's interests to offer recreation programs and facilities for all ages and abilities
- Obtaining grants for park and trail development projects
- Providing new and enhancing existing recreation programs and community events
- Improving the operation and maintenance of park areas and recreation facilities in cost-effective ways
- Ensuring safety and accessibility at recreation programs and park, trail, and playground areas
- Establishing, sustaining, and building partnerships with schools, community groups, and businesses

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