

Staff Report

Subject: Reorganization of positions in Recreation and Sports Management Department

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Department: Human Resources

Meeting Date: April 5, 2022

Item Description: Reorganization of current personnel, authorized positions and addition of needed positions before we head into their busy summer season and tournament schedule.

Summary Recommendation

The following changes are being requested based on a review of the needs of the department to better utilize staff and resources.

Executive Summary

A review of duties and responsibilities within the Recreation and Sports Management Department indicates a need for additional Athletic Coordinators and defunding one Assistant Director position. The assignment of additional Athletic Coordinators will allow the Director and Assistant Director to concentrate on their duties and better serve our citizens with quality services provided by our Recreation and Sports Management Department.

Background

- Review of department structure, current workload, continued growth and increases in registrations determined the need for reorganization to better utilize personnel and resources.

Alternatives

1. Recommend approval of reorganization of the Recreation and Sports Management Department, defunding one full time Assistant Director position and adding two new, full time Athletic Coordinator positions to the department.
2. Recommend disapproval of the reorganization and provide staff with additional direction.

Other Alternatives: None

Department Review: County Manager, Human Resources, Director of Finance, Director of Recreation and Sports Management

Funding Source: No impact on funding this budget year as position will be funded from the unfunded Assistant Director position. Next year's budget will be impacted by \$45,000 to \$75,000 depending on the insurance benefit selections.

Attachments: Athletic Coordinator Job Description