



Raleigh  
Parks



## City of Raleigh is seeking an exceptional candidate to serve as **Executive Director of Dix Park**

The **Executive Director of Dix Park** provides strategic leadership to guide the continued transformation of Dix Park into a premier urban destination within the Raleigh Parks System. Over the last decade, Dix Park has evolved from a vision established in the Master Plan to a thriving and cherished park that welcomes nearly two million visitors each year. The next director will help advance the park's transition into this next phase.

At its core, this role is responsible for managing a dynamic team of professionals responsible for advancing the implementation of the Dix Park Master Plan, enhancing visitor experiences, ensuring efficient park operations, managing public-private partnerships, and maintaining strong administrative and fiscal oversight.



## Responsibilities:

- **Team Leadership and Staff Development:** Lead, mentor, and manage staff by fostering a collaborative, high-performing workplace. Provide clear direction, professional development opportunities, performance management, and team leadership to support organizational success.
- **Park Planning and Development:** Lead the implementation of the Dix Park Master Plan, ensuring projects are delivered on time, within scope, and aligned with long-term vision. Oversee capital projects, design initiatives, and planning in coordination with City departments, consultants, and community stakeholders.
- **Engagement and Visitor Experience:** Support programming that provides a variety of cultural, recreational, and educational experiences and reflects the diverse themes of the Dix Park Master Plan. Guide marketing and communications efforts to increase awareness, visitation, and community connection.
- **Operations:** Oversee park operations to ensure a safe, clean, and welcoming experience. Manage vendor relationships and service contracts (security, cleaning, traffic management), monitoring performance, budgets, and compliance with City standards and park policies.
- **Partnership and Engagement:** Build and maintain strong partnerships with other City departments, nonprofit organizations, namely the Dix Park Conservancy, community stakeholders, and private-sector partners. Provide management support to the Dix Park Commission and Dix Park Stewardship Committee.
- **Budget and Administrative Responsibilities:** Prepare and administer an assigned budget and assist in managing capital improvement and bond programs. Manage the annual operating revenue program and expenses of operating the park.



Annual  
Visits

**2m**

Programs &  
Events

**240+**

Annual  
Operating  
Budget

**\$11M**

Capital  
Investments  
To-Date

**\$215M**

## Qualifications:

- Proven leadership and 5-7 years experience in parks management, urban planning, public administration, or a related field.
- Demonstrated success managing large-scale projects within complex organizational structures.
- Experience working within or alongside municipal government structures and public-private partnerships.
- Strong financial management and budgeting expertise.
- Exceptional communication, interpersonal, and stakeholder engagement skills.
- Familiarity and experience within transformational public space projects.



For more information and to apply, visit [dixpark.org](https://dixpark.org)

# Dix Park

A Park For **Everyone**

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[parks.raleighnc.gov](https://parks.raleighnc.gov)

