



EXE DIR-GRAND GULF MILITARY MONUMENT

Characteristics of Work

This is administrative and supervisory work as the director of a state military park. Duties include overseeing and participating in all activities associated with park operation. These activities include park maintenance, park security, construction of new facilities, housekeeping of existing facilities and interpretation of historical machinery, crafts and sites. Supervision is exercised over park employees, contract workers and inmate workers assigned to park maintenance. Supervision is received from the Board of Commissioners of the Grand Gulf Military Monument.

Examples of Work

The following are examples of work performed for positions in this job class, and are not intended to reflect the essential functions of any one position. The essential functions of each individual position are determined and maintained by each individual agency.

Supervises and performs skilled tasks in maintenance and repair of park facilities, including painting, plumbing, carpentry and electrical work.

Supervises and participates in the installation, maintenance and repair of facilities, buildings, equipment and fixtures on the park.

Supervises and participates in the cleaning, restoration and rebuilding of structures on park grounds.

Administers and ensures the enforcement of all orders and laws of the Grand Gulf Military Monument Commission and the State of Mississippi.

Supervises and manages all employees of the park.

Related or similar duties are performed as required or assigned.

Minimum Requirements

A Master's Degree from an accredited four-year college or university in management, recreation and parks administration or a related field;

OR

A Bachelor's Degree from an accredited four-year college or university in management, recreation and parks administration or a related field, and one (1) year of experience in work related to the above-described duties;

OR

Graduation from a standard four-year high school or equivalent (GED), and five (5) years of experience in work related to the above-described duties.

Substitution Statement

Class Specification

Occu Code: 2346

New: 01/98

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Above graduation from a standard four-year high school or equivalent (GED), related experience and related education may be substituted on an equal basis.