



Operations Supervisor – Lane Events Center

LANE COUNTY / EUGENE, OREGON

LANE EVENTS CENTER / Lane County Public Works: Come and work for an organization that values stewardship, diversity, and teamwork. We serve an area ideally situated between the Pacific and the Cascades; one that provides a variety of recreational and cultural activities. We are Lane County Public Works and we are seeking an Operations Supervisor for Lane County's Events Center. **This position plays a critical role in ensuring the success of events held at Lane Events Center.**

THE POSITION: This is a front-line supervisor position, overseeing and coordinating staff involved in event set-up, tear-down, and custodial services. The Lane Events Center Operations Supervisor provides clear direction and guidance by developing and implementing a strategic flow of assignments that ensures continuity between shifts and completion of tasks. The position plans and prepares work schedule, and is responsible for hiring, training, evaluating, disciplining and developing employees. The Operations Supervisor partners with Events Coordinators to facilitate exceptional customer service in meeting client needs before, during, and after the close of events by working with Events Coordinators, clients, vendors, contractors, maintenance and management. This position verifies the cleanliness of all facilities and equipment; ensures that quality and safety standards are met; and is responsible for maintaining supplies and equipment necessary for successful operations

SALARY & BENEFITS: The salary range for this position is \$52,540.80 - \$78,811.20 per year. As a full-time, regular employee, benefit options include:

- Medical, Dental and Vision Insurance.
- A Wellness Clinic available to eligible employees and their dependents.
- Participation in the Oregon Public Service Retirement Plan (OPSRP).
- Voluntary Deferred Compensation Plan with County Contribution.
- Group Term Life & AD&D Insurance.
- Long-Term Disability Insurance.
- A generous Time Management Program for vacation and sick leave.
- Nine paid holidays and one floating holiday.
- An Employee Assistance Program.

TO APPLY: Visit <http://www.lanecounty.org/jobs> Look for posting #2018352. Posting closes on January 7, 2019, at 5:00 p.m. PST. For additional questions, contact HR at 541-682-3124.

EOE / ADA