

## Job Opportunity



## Competitive

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**Position:** Parking Director

**Job Vacancy Notice#:** RC-09-08

**Location:** The Rock Church – Parking

**Salary Range:** Negotiable Depending on Experience

**Employment Category:** Regular Full-Time, Exempt

**Opening Date:** 27 February 2008

**Closing Date:** 5 March 2008

**Area of Consideration:** Current volunteers within the Parking Ministry.

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**Brief Description of Major Duties:** The incumbent will be responsible for the management of parking, positive relationships with residents and business. Incumbent will also be responsible for the management of volunteer teams for weekend services and other Rock events as required.

**Qualifications & Requirements:** Be the primary spokesperson/contact for the Rock regarding parking and traffic at Liberty Station. Make sure the Rock Church is aware and adhering to all Liberty Station traffic and parking restrictions. Establish positive working relationships with neighbors, businesses, merchants and residents of Liberty Station and Point Loma. Organize, recruit and train a team of volunteers to work Rock events requiring traffic and parking controls. Attend all Liberty Station Community Association meetings to represent the Rock in parking, traffic and such other issues that may arise. Develop an ongoing program of training Rock congregants on proper parking and traffic within Liberty Station.

The above summary of duties represents the major tasks and duties. This is not intended to be an exhaustive list of all responsibilities. Therefore, the individual may perform other related tasks under the direction of the Chief Operations Officer.

Christ-centered behavior, i.e., treating people with dignity, respect, compassion and integrity at all times. Pleasant personality (i.e., speaking to people on the phone, visitors and staff). Ability to work well under short deadlines, juggle multiple priorities, recognize and respond to urgent requests, and quickly adjust to changing priorities. Must be self-motivated and able to take a task or project through completion. Excellent communicator: must be able to articulate clearly both in spoken and written form. Demonstrated ability to react quickly and remain calm in emergency situations. Strong relationally and the ability to oversee and lead. Ability to recognize and maintain confidentiality as appropriate. Proficient in MS Window operating system. Strong verbal and written communication skills. Legible writing skills. Strong organizational skills. Self-motivated and flexible. Ability to work independently or in a team-oriented environment. Regular involvement in the Rock Church activities and events. Signed acknowledgement of the Rock Church Statement of Faith. Adheres to policies and procedures as stated in the Rock Church employee handbook. Member of the Rock Church.

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To be considered for this position, outside applicants are required to complete Application for Employment; in-house applicants are to submit an updated resume. Employee's performance and attendance record will be taken into consideration at the time of the selection process. Selection for an interview does not guarantee promotion or appointment to the position. As part of the employment process, The Rock Church may obtain a Criminal Record Check.

The Rock Church provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Human Resources. The decision on granting reasonable accommodation will be on a case-by-case basis.

Full consideration will be given to all qualified applicants without regard to race, sex, color, age, physical handicap, or national origin. As a Christ-oriented, Bible-believing organization, The Rock Church does reserve the right to exercise preference on the basis of religion in all of its employment decisions.

*To apply please visit the website at [www.therocksandiego.org](http://www.therocksandiego.org) and fill out the application. Email application and resume to [hr@therocksandiego.org](mailto:hr@therocksandiego.org). Or mail application and resume to 2277 Rosecrans, San Diego CA 92106, Attn: Human Resources. All mailed applications must be received by the closing date to be considered for the position.*