

LUCY A. DOLMAN

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EXPERIENCE

Director - City of Tulsa - June 2009 - Present

- Oversees the development and administration of diverse community-based recreational programming, incorporating significant revenue considerations
- Manages a variety of contracts with various individuals, groups and organizations
- Ensures departmental compliance with various regulations, codes and policies
- Establishes and maintains a strong department-wide team prospective on issues and service delivery
- Provides leadership in developing and implementing an overarching vision in the Parks and Recreation Department for service provision of parks and facilities in the community
 - Synthesizes community needs and interests with best practices, current trends, economic feasibility and departmental capability
- Manages policy directives from the Tulsa Park and Recreation Board and administration
 - Plans and directs continuous public relations and volunteer programs
 - Initiates Parks division projects involving cooperative efforts on the part of public and private organizations
 - Represents diverse Parks interests, programs, services and events in the media and with community groups
 - Advocates, assists and provides support to division managers in the areas of short and long range planning, project management, capital improvement, project funding partnerships and public participation in the planning and development process
- Establishes and manages the capital improvements program
- Prepares and monitors an annual budget
- Attends meetings of, and acts as secretary ex officio to, the Tulsa Park and Recreation Board

LEISURE RESOURCE PROGRAM MANAGER - City of Tulsa - June 2009 - Present

- Coordinate City of Tulsa Park and Recreation Programs with recreational activities, school needs and other community recreation programs
- Manage a variety of legal contracts for various community groups and organizations
- Analyze, plan, and direct the comprehensive use of department facilities to insure utilization of recreation centers, sports fields, swimming pools, tennis courts, and arts and theatre centers
- Develop and implement Federal, State, and Local grants for department services and facilities
- Interview, employ, train, supervise, and evaluate full-time, seasonal, and contractual personnel
- Motivate, direct, and coordinate staff to achieve division performance standards
- Prepare and control budget in excess of \$2,000,000 for division personnel, maintenance, materials, equipment and programs
- Analyze and research market trends to insure proper program structure

RECREATION DISTRICT SUPERVISOR - City of Tulsa - December 1987 - May 1996

- Administration and supervision of seven (7) recreation centers and ten (10) pools
- Daily, on-site evaluation of recreation centers and staff
- Hiring, supervision, evaluation and motivation of 24 permanent employees and 70 seasonal employees
- Development and marketing of special programs
- Management of District One (1) petty cash, approx. \$3,000
- Creation of daily, weekly and monthly reports
- Representation of the City and the Park Department within the community

RECREATION CENTER SUPERVISOR - City of Tulsa - June 1981 - December 1987

- Administered a diversified recreation program for the community
- Supervised and evaluated 4 permanent and 9 seasonal center employees
- Inspected center and pool facilities
- Created and implemented various programs
- Analyzed programs and activities for effectiveness

RECREATION LEADER - City of Tulsa - March 1979 - June 1981

- Assisted center supervisor in daily activities
- Scheduled activities and community groups

EDUCATION

- Master of Human Relations, The University of Oklahoma, 1999
- Bachelor of Science, Recreation Administration, Oklahoma State University, 1979

AWARDS

- **CONFERENCE COORDINATOR**, Oklahoma Recreation and Park Society (ORPS), 2013
- **FELLOW AWARD**, Southwest Regional National Recreational and Parks Association (NRPA), 2007
- **DISTINGUISHED SERVICE AWARD**, Oklahoma Recreation and Park Society (ORPS), 2006
- **YOUNG PROFESSIONAL AWARD**, Oklahoma Recreation and Park Society (ORPS), 1984
- **PRESIDENT CITATION AWARD**, Oklahoma Recreation and Park Society, (ORPS), 1984 and 1979

COMMUNITY INVOLVEMENT

- President, Oklahoma Park and Recreation Society, 2014
- Master Gardner, Oklahoma State University Extension, 2000-present
- Board member, Ex-Officio- Park Friends- 2009-present
- Board member-Ex-Officio-Oxley Nature Center-2009-present
- Board Member, Tulsa Garden Center-2009-present
- Board Member, Greenwood Cultural Center-2013-present

REFERENCES AVAILABLE UPON REQUEST