



TOWN of BROOKLINE

Massachusetts

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To: Select Board
Parks & Recreation Commission

From: Charles Carey, Town Administrator

Date: April 5, 2024

Subject: Appointment of Recreation Director

I am pleased to recommend that the Parks & Recreation Commission and Select Board appoint Tim Davis to the position of Recreation Director for the Town of Brookline.

Mr. Davis is a dedicated professional who has served as the Recreation Director for the Town of Southborough, MA since 2019. He previously served as both the Recreation Director and Assistant Recreation Director for Stoughton, MA, but began his career in the field here in Brookline as a Recreation Leader in 2012. Since 2019, he has served on the executive board of the Massachusetts Parks & Recreation Association as its Treasurer, a position to which he was recently re-elected. He previously served on the Recreation Commission of his home community and has been a member of the National Recreation and Parks Association since 2013. Mr. Davis holds an M.S. in Recreation and Leisure Studies from Southern Connecticut State University, a B.S. in Recreation Management, and a certificate from Suffolk University's Local Government and Management program.

Mr. Davis was one of over 90 applicants for the position by the end of the priority deadline period in February of this year. I asked a screening panel of community volunteers to provide their opinions throughout the candidate evaluation process to guide my thinking in making my decision on who to appoint. That panel was:

- Clara Batchelor, Parks & Recreation Commission Chair
- Carla Benka, Precinct 14 Town Meeting Member
- Deborah Brown, 2022 Annual Town Meeting Warrant Article 26 Committee Co-Chair
- Melissa Goff, Deputy Town Administrator
- Carlos Ridruejo, Advisory Committee member
- John VanScoyoc, Select Board member
- Alexandra Vecchio, Parks & Open Space Division Director

Additionally, I spoke individually with many members of the community about the state of the Recreation Department and their desires for its future. Before detailing the candidate evaluation process further, I want to thank the volunteer members of the panel for their time, insights, and collegiality. All of them care deeply about the success of the Recreation Department and brought a variety of nuanced perspectives on its current position and future well-being to the conversation. I also want to thank our Director of Human Resources, Ann Hess Braga, for running this successful process at every step of the way.

After reviewing the applicants with the screening panel, I ultimately decided to invite nine for further consideration in a first round of interviews. Further discussion with the panel resulted in four candidates being invited to a second round of evaluation, which consisted of a written mock memo to the Select Board, an oral presentation with slides on a major recreation initiative, and another round of questions. The written memo was graded blind according to a set rubric. The panel then met one additional time to consider the remaining candidates and make any final comments to me.

After the conclusion of this second round, Deputy Town Administrator Melissa Goff and I interviewed Mr. Davis in person in order to verify his experience and suitability for the position. Mr. Davis then met with other Department Heads and members of the staff of the Recreation Department. Reference and background checks were initiated at that time.

At the conclusion of the process, I determined that Mr. Davis was the candidate who fit the community's shared aims for the Recreation Director position. He is a deeply committed professional with past leadership experience both here in Brookline and elsewhere who is eager to move the department forward while lifting staff morale and burnishing Brookline's reputation as one of the premier recreation departments in the Commonwealth. We were incredibly fortunate to have many good candidates, and any of our finalists would have been excellent in the role, but Mr. Davis ultimately demonstrated commitments to equity, inclusion, growth, and nurturing our existing talented departmental staff that resulted in his selection.

Mr. Davis has accepted a conditional offer to begin working for the Town on May 13th, 2024, subject to approval from your bodies and passage of any requisite checks as conditions of employment. I want to thank him, the other applicants, the screening panel members, and the broader community for their continued support of and belief in the Recreation Department. A special thanks to Jeff Nutting, who has served as our Interim Recreation Director since January with grace and distinction, just as he did as Interim Town Clerk during the pandemic.

Should you have any questions about the process or my decision, I am happy to answer them online, over the phone, or in person. Please do not hesitate to reach out.

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Enclosure: Resume of Tim Davis (personal information redacted)

cc: Screening panel members