Introduction:

The Spartanburg County Parks Department’s (SCPD) Recreation Programming Plan contains program management objectives and strategies for programs and services for the years 2016-2021. The document is reviewed and adjusted annually. The purpose of the plan is to document the services and programs offered in an effort to continuously seek improvements and meet the changing recreation needs of the community.

Background:

Recreation services and programs are provided by the Recreation Division. In general, the Recreation Division is divided into three areas: Recreation Centers, Recreation Programs, and Senior Services. All of the areas offer fee based and free programs. Typically, the fees charged do not cover all of the expenses of the offering or facilities.

The Recreation Center programming locations are: Cleveland Park, Woodruff Leisure Center, TW Edwards Center, Inman Recreation Center, Chesnee Community Center, Lake Cooley Outdoor Center, and the Timken Community Center. In addition to programs and services, these locations also offer fee based rental opportunities.

The Recreation Programs include: Youth Development, Outdoor Recreation, and Therapeutic Recreation. Youth Development programs include: After Class Enrichment (ACE, currently seven sites) and Summer Day Camp (currently 4 sites). These programs take place in SCPD facilities, local schools, or community partner facilities. The Outdoor Recreation program also oversees Summer and Winter Adventure Day Camp.

The Senior Services program includes: the 50+ Wellness program and the Spartanburg Council on Aging (SCOA). The 50+ Wellness Program provides day trips, senior sports, classes, and social activities. The SCOA program is a function and partnership of the South Carolina Lt. Governor’s Office on Aging Grant, which is locally overseen by the Appalachian Council of Governments. Currently, the SCOA program operates at six locations. The locations are either SCPD facilities or community partner facilities.

The Recreation Division is also responsible for multiple special events including: Daddy Daughter Dance, Spartanburg Area Senior Sports Classic, Senior Enrichment Day, Take a Kid Fishing Day, and the Stump Jump Mountain Bike Race.

Mission Statement:
Spartanburg County provides a foundation for a superior quality of life for residents, unlimited opportunities for business, and an exceptional learning environment for education through purposeful planning, investment, and use of resources.

**Agency Vision Statement:**

Spartanburg County’s vision is to be a preferred destination for individuals, families and businesses to live, learn, play and invest.

**Recreation Division Purpose Statement:**

The Spartanburg County Parks Department’s Recreation Division is committed to providing citizens with a wide variety of recreational opportunities supported by our programs, staff, and facilities. Our goal is to deliver superior programs and services that meet the needs of the community.

**Recreation Division Organizational Chart:**

The Recreation Manager directly supervises:

- Assistant Recreation Manager
- Recreation Centers
- Senior Programs
- Therapeutic Recreation

The Assistant Recreation Manager directly supervises:

- Youth Development
- Outdoor Recreation

Recreation Coordinators (I and II) directly supervise:

- Full-time Site Coordinators (II) if applicable
- Part-time Recreation Specialists if applicable
- Part-time Recreation Supervisors and Recreation Assistants

**Programs at a Glance:**

- **YOUTH DEVELOPMENT**
  1. After Class Enrichment (ACE):
     a. 7 sites; $45 weekly fee per child (Chesnee Middle Grades ACE program is fee based on household income)
     b. 314 enrolled students in 2016-2017 school year
     c. Open during holiday breaks, spring break, and school holidays
d. Program focus: homework assistance, character education, nutrition education and physical activities

2. Summer Day Camp:
   a. 4 sites; $85 weekly fee per child plus $45 non-refundable deposit per child
   b. 254 registered participants in summer 2017
   c. Ages 5-12
   d. Lunch provided
   e. Scholarships available at all sites
   f. Program focus: character education, nutrition education and physical activities

- **OUTDOOR RECREATION**
  1. Adventure Camp:
     a. Week sessions for children aged 10-15 during the summer and winter: 28 in 2016 over three summer sessions; 15 in 2017 for one summer session
     b. $125 weekly fee per child plus $45 non-refundable deposit per child
  2. Focus on beginner to intermediate activities: paddling, paddle boarding, hiking, skiing, fly fishing, SCUBA, biking, disc golf, education, special events
  3. Partner programs: Girl Scout classes, community river sweeps, educational labs at USC Upstate, blueways development, Partners for Active Living trail building, Spartanburg Area Mountain Bike Association programs and SJWD Water District sustainability projects

- **50+ WELLNESS & SCOA**
  1. Spartanburg Council on Aging (SCOA):
     a. 6 sites (began with 4 in 2015, opened 2 in 2016)
     b. 183 currently registered participants
     c. Free program
     d. Promote independence and healthy living through a continuum of services aimed at reaching the individual as a whole (social, emotional, spiritual, environmental, occupational, intellectual, and physical)
     e. Nutritional lunch provided during program
  2. Sports/activities: softball, bowling, pickleball, Silver Sneakers, BINGO, socials
  3. Day trips and the occasional overnight trip
  4. Seniors Take Charge: free monthly education program; 50+ regularly in attendance
  5. Lunch Bunch; 20+ regularly in attendance
  6. Senior Enrichment Day: free annual conference-style workshop; 300+ attendees yearly
  7. Spartanburg Senior Sports Classic: week long recreational and Olympic style competition; 100+ attendees yearly
  8. Partner programs with many senior serving agencies in the county
• **THERAPEUTIC RECREATION**
  1. Partner with and provide support for local programs, support groups, organizations, and service providers: Area 12 Special Olympics, Carolina Miracle League, Family Connections, HALTER, school districts

• **RECREATION CENTERS**
  1. 5 full-time locations (Pacolet, Woodruff, Chesnee, Cowpens, Lake Coley) and 1 part-time location (Inman)
  2. On demand classes (fee based): yoga, Zumba, dance, music, art, karate, fitness
  3. Rentals: community organizations and for private functions (buildings and shelters)
  4. Fitness Centers in two facilities (one more in progress): $10 monthly or $100 annually per user aged 14+; 300+ paid users
  5. Locations also offer free community programs (open gym, meeting space, gardens, outdoor space), as well as, space usage for SCPD programs
  6. Offerings for all ages

• **CLEVELAND PARK**
  1. Rentals, special events, weddings, meetings, SCPD programs
  2. Playground and outdoor space used daily

**Recreation Programming Selection and Planning:**

There are multiple ways to begin program planning. Often, new program and service ideas are a result of citizen request, colleague recommendation, survey, best practice, or field trend. Staff may look to needs assessments, census data, trends, community meeting notes, similar programs at other agencies, or talk with the intended audience to begin the planning process. A community inventory is also taken to avoid duplication of service or to look for ways to partner. Once the idea has emerged, the SCPD Recreation Division follows the steps below:

- **Step 1:** A staff member (typically the Recreation Coordinator(s) who focus on the intended area) is assigned to research and begin work on the Program Planner. The staff member reports back to their direct supervisor. The initial Program Planner work includes name of program, date, time, location, supplies, staffing, volunteers, target audience, and expenses.

- **Step 2:** The outline is next discussed with the Recreation Manager to determine viability. If the program is to proceed, the staff member creates a dated task list and completes the Program Planner. Marketing efforts are coordinated with the Parks Department Marketing Manager and materials are prepared. Program details are entered into the online registration system, the SCPD website, and social media. Print materials may also be distributed.
- Step 3: The program or service is offered to the public via SCPD staff or recreation contractor.
- Step 4: The program is evaluated by the participants and staff. Evaluation results are discussed, and results are considered for the next offering.
- Step 5: Under the Recreation Manager’s approval, the program is amended, approved, or canceled. Files are maintained by the staff member heading the program or service.

**Participant Involvement:**

The SCPD highly encourages and seeks participant input in recreation programming. Typically, ideas and suggestions are provided via the SCPD website, social media, staff and participant and/or parent conversation, advisory meetings, surveys, needs assessment, and telephone calls.

**Program and Service Determinants:**

The SCPD uses the following determinants in the planning process and evaluation of programs and services:

- Conceptual foundations of play, recreation and leisure
- Organizational agency philosophy mission, vision and goals and objectives
- Constituent interests and desired needs
- Creation of a constituent-centered culture
- Experiences desirable for clientele
- Community opportunities
- Facility or space availability

Often, not all determinants are met with the initial implementation of a program or service. SCPD carefully evaluates each program to determine sustainability and desired outcomes.

**Partnerships:**

Partnerships are vital to the success of many programs in the Recreation Division. Partnerships come in many forms including: instruction and facilitation, marketing, facility usage, volunteers, financial or material, and planning.

The SCPD has numerous partners in the community including: hospitals, schools, higher education institutions, youth associations, businesses, churches, individuals, non-profits, municipalities, and other parks and recreation agencies.

The SCPD utilizes partnerships as a way to reach as many citizens as possible.

**Volunteers:**
SCPD sees our volunteers as a valued resource. Many of our programs and services would not be possible without a dedicated volunteer base. We provide ongoing volunteer opportunities as well as one-time opportunities.

The following are key criteria when managing volunteers (see Volunteer Manual for complete details):

- Recruitment
- Selection and screening
- Training
- Supervision
- Evaluation
- Recognition

**Long Range and Current Year Plans:**

- Community Centers
  1. Develop a long range plan for staffing, programming, and facilities – 5 yr
  2. Provide affordable programs that engage participants of all ages and backgrounds – ongoing
  3. Survey participants for improvements and needs as well as engage community leaders – annually and ongoing
  4. Evaluate and seek partnerships – ongoing
  5. Seek and train volunteers – ongoing
  6. Evaluate current offering and instructors – annually
  7. Data collection - ongoing

- Cleveland Park
  1. Develop and grow community programs – 5 yr
  2. Grow and improve Daddy Daughter Dance – annually
  3. Evaluate current pricing and contract – 2018
  4. Develop marketing and media plan – 2018
  5. Data collection - ongoing

- Youth Development
  1. Evaluate current camp offering and plan for next summer – annually
  2. Seek additional After Class Enrichment program locations – annually and ongoing
  3. Seek avenues to broaden Youth Development in the community – ongoing
  4. Data collection - ongoing
• Therapeutic Recreation
  1. Assist in development of paddle program for Area 12 Special Olympics – 2018
  2. Develop and implement Easter special event with Miracle League – 2018
  3. Seek opportunities to assist ongoing therapeutic programs with partner agencies – ongoing
  4. Data collection - ongoing

• Outdoor Recreation
  1. Plan for implantation of equipment rental program – ongoing for 2018
  2. Develop marketing and media plan - 2018
  3. Provide programs that engage participants of all ages and backgrounds - ongoing
  4. Survey participants for improvements and needs as well as engage community leaders – annually and ongoing
  5. Evaluate and seek partnerships – ongoing
  6. Data collection - ongoing

• Senior Programming
  1. Seek and train volunteers – ongoing
  2. Plan for additional SCOA sites – 5 yr
  3. Increase participant numbers at each SCOA location – ongoing
  4. Begin partnership with Christmas in Action for minor home repair services – 2018
  5. Evaluate and seek partnerships – ongoing
  6. Increase day trip offerings – 2018 and ongoing
  7. Data collection - ongoing