

DETROIT FUTURE CITY™ JOB DESCRIPTION FORM

Job Title:	Date:
Open Space Manager	4/15/19
Dept/Business Unit:	Supervisor:
Land Use and Sustainability	Director of Land Use & Sustainability
Employment Status: FT or PT	FLSA Status: Exempt or Non-Exempt
Full-Time	Exempt
Location:	Other:
Detroit	

PURPOSE OF JOB:

The Detroit Future City Implementation Office serves as the steward of the Detroit Strategic Framework 50-year plan for Detroit. The Open Space Manager will advance DFC's mission to foster a balanced approach to the productive reuse of 24 square miles of underutilized land. The Open Space Manager will work closely with the Director of Land Use and Sustainability in developing and executing programs and goals related to the productive reuse of underutilized land in Detroit, including green stormwater infrastructure. The Open Space Manager will bring technical expertise to advance vacant land transformation and the systems that support it at site and neighborhood scales.

- KEY RESPONSIBILITIES:**
- Bring technical and design expertise to support Land Use + Sustainability team in evolving and refining existing programming and developing new programming related to the productive reuse of underutilized land, green stormwater infrastructure and emerging issues around open space in Detroit
 - Conduct research and data analysis to support programming and publications that advance issues related to open space and green stormwater infrastructure
 - Develop educational materials and provide support for vacant land reuse and green stormwater programs
 - Provide technical assistance and capacity building support for Detroit Future City's Working with Lots grant recipients and other DFC partners to plan, implement and maintain vacant land transformation projects in alignment with the Detroit Future City Strategic Framework Plan
 - Maintain and build partnerships with community organizations, city agencies and other partner organizations
 - Support with grant proposal development and reporting, communications efforts and other administrative tasks

JOB QUALIFICATIONS:

EDUCATION / TRAINING:
 Bachelor's degree in Landscape Architecture; Environmental Planning/Urban Design or Engineering (Civil, Water Resources, Environmental)

THE IDEAL CANDIDATE WILL POSSESS THE FOLLOWING SKILLS:

- Creative thinker with technical expertise related to landscape design, vacant land reuse and/or green stormwater infrastructure
- Strong graphic communication skills, including proficiency in Adobe Indesign, Photoshop, and Illustrator. AutoCAD and ArcGIS a plus
- Excellent project management skills and experience with strategic program development
- Excellent verbal and written communication skills, including research writing
- Experience with community engagement in diverse urban communities and building strong partnerships and collaborations with a variety of stakeholder groups from public, private and non-profit sectors, educational and faith-based institutions and other community leaders
- Experience in landscape design and construction
- Expertise on plant species, planting techniques and landscape maintenance

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- Knowledge of current trends and best practices in green stormwater infrastructure and vacant land reuse locally, nationally and globally
- High degree of creativity, vision and resourcefulness
- Collaborative team player
- Awareness of and interest in equitable development, environmental justice, social impact and systems change

CERTIFICATIONS / LICENSES: PE certification / Licensed Landscape Architect is a plus

YEARS EXPERIENCE: Minimum 3 years related work experience, 5 or more years preferred

SPECIAL CONSIDERATIONS:

TRAVEL REQUIRED :

Minimal

WORK HOURS :

40

PHYSICAL REQUIREMENTS :

Some activities require employee to work outdoors. Some job duties require employee to bend, stoop, reach, stand or walk for extended periods.

COMPENSATION & BENEFITS

- Competitive salary commensurate with education and experience
- Medical, dental, vision, life/AD&D insurance plans, and long-term disability
- 401k Savings Plan with a match
- 20 PTO days per year
- 15 paid holidays per year

Created By: SJH

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TO APPLY:

Please send cover letter, resume and work samples in pdf format (25 MB max) to careers@detroitfuturecity.com with email subject title 'Open Space Manager' by May 15, 2019.