

DEPARTMENT:	Parks & Recreation	STATUS:	Temporary Full Time (3 years)
NO. OF POSITIONS:	One		
HOURS OF WORK:	37.5 hours per week	SALARY:	\$129,884 - \$143,229 annually + comprehensive benefits package

Join the City of New Westminster, a city renowned for its unique urban character and dedication to creating vibrant public spaces. We are seeking a Manager, Parks & Open Space Planning to lead our Parks Planning team and drive innovation in planning, designing and delivery of our parks and open spaces including relevant plans and policies. As a dynamic leader, you will oversee projects, champion key initiatives, and directly manage a team of three parks planners. If you are passionate about shaping exceptional urban parks and possess the leadership skills to inspire and deliver impactful projects, we want to hear from you.

Reporting to the Deputy Director – Parks, Policy and Planning, and collaborating with a team of divisional managers, Manager- Park Operations and Environment, and Manager- Park Administration and Services, you will provide strategic leadership and expert guidance across all facets of parks policy, planning, design and construction. This role will also collaborate with Recreation Services as well as with other City departments such as Engineering Services (Asset Management, Sustainable Transportation, Real Estate, Civic Buildings and Properties), Planning & Development, Public Art, and Public Works. You will be responsible for the following:

- **Strategic Implementation & Planning:** Lead the implementation of the Parks & Recreation Comprehensive Plan (People, Parks and Play), specifically focusing on parks, open spaces, and natural areas, following its anticipated approval by City Council in late summer/early fall 2025. In addition, you will play a key role leading the implementation of existing park and open space plans and developing new strategies to guide the future of our parks and open space system. This includes initiating the development of a comprehensive Parkland Acquisition and Financing Strategy, and Natural Asset Management Plan.
- **Team Leadership & Development:** Lead a team of three Park Planners, guiding their work in planning for and developing park and open space plans, design and oversight of construction projects. This includes staff performance management, training, and professional development.
- **Collaboration & Representation:** Represent the Parks and Open Space division at City Council meetings, intradepartmental and interdepartmental initiatives, community group meetings, and advisory committees. Build and maintain strong relationships area First Nations with internal and external stakeholders and key partners.
- **Innovation & Research:** New Westminster's unique urban environment presents exciting opportunities for creative park and open space development. In this role, you will leverage your expertise and collaborate with colleagues across City departments to develop and implement innovative strategies. This includes exploring new approaches to expand and enhance our parks and open space system, while ensuring equitable access for all, within the context of limited land availability, dense urban areas, and steep topography.
- **Project & Financial Management:** Oversee the development and management of the Parks & Open Space Planning Division's capital and operating budgets. This includes responsibility for managing project budgets, cost estimates, and expenditures, as well as identifying staffing needs, developing work plans, and ensuring successful project delivery. Asses the need for and engage and oversee consultants and contrators to supplement the planning team's capacity where deemed appropriate.
- **Communication & Reporting:** Prepare and present information and reports related to parks planning and development to City Council, Senior Management Team, Advisory Committees and Community Groups.

Qualifications:

- A Master's Degree in land-use planning, landscape architecture, municipal parks planning, or a related discipline, or an equivalent combination of education and experience.
- Eligibility for membership in the Canadian Institute of Planners and/or the BC Society of Landscape Architects.
- Extensive supervisory experience (7 years) and expertise, from public or private sector, in park and open space planning, innovation in policy development, project delivery and land acquisition.
- Significant knowledge of several fields related to parks planning, such as urban design, social sciences, real estate, municipal finance, natural systems, and biodiversity.
- Ability to consult, liaise, and coordinate with other staff, external public and private agencies, consultants, and other interest groups.
- Proficiency with project management, document management, and related software applications (e.g., EDMS, JDE, Bluebeam, AutoCAD, Adobe Suite).
- Proven ability to plan, assign, and supervise the work of staff, and to apply excellent people management, leadership and team building skills.
- Strong understanding of municipal park planning principles, best practices, and relevant legislation.
- Experience working with diverse stakeholders, including community groups, government agencies, and First Nations.
- Demonstrated ability to think strategically and creatively to address complex planning challenges.
- Experience with financial planning and budget management.
- Excellent communication, interpersonal, and presentation skills (written, oral, facilitation, negotiation).

Join Our Team and Help Shape the Future of New Westminster's Parks and Open Space System!

Submit your cover letter and resume in one PDF document online at www.newwestcity.ca/employment by May 5, 2025

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*