

About Us

The secret is out: Denver is the nation's top place to live, work, and play. Being the best place to live isn't easy; maintaining such a reputation means we need the best people working for the residents of Denver. People who want to make a difference; people who want to give back; people who want to be at the heart of this city and have a hand in creating our future. When you join us, you will employ your unique skills to do important and meaningful work critical to the success of both your organization and the city as a whole. Be a part of the city that you love. **#WhereDenverWorks**

For more information about our hiring process including ADA resources, assessments and testing, pre-employment, and onboarding, click [here](#).

About Our Job

We encourage you to apply as soon as possible because this posting may close without notice. The hiring manager for this position would like all applicants to submit a cover letter that includes why you are interested in this position.

Denver's Parks Planning, Design and Construction Division consists of a team of highly-knowledgeable professionals dedicated to the development and improvement of the City & County of Denver's network of parks and parkways. The Division's efforts in planning, design and construction management ensure that Denver's valuable system of parks foster's Denver's development as a world-class city and enriches the lives of Denver's citizens and guests for years to come.

The Senior Health, Recreation & Parks Planner position will provide direction, oversight and technical expertise in the development, implementation and management of parks planning initiatives to ensure that city, departmental, and division goals are met. This new position is part of the District Planning Team and will focus on bringing healthy lifestyle opportunities and health equity to Denver's parks. This position requires thoughtful park planning, ranging from small to large complex projects; robust community and stakeholder engagement; and working with key health and recreation partners. We are looking for someone who will bring passion, enthusiasm and knowledge of parks, recreation and health to the position. This is an exciting, new opportunity for an experienced and well-rounded planning professional to become an integral force in many significant projects that will positively impact the community for years to come!

While the full pay range of this Job Classification is \$73,157 - \$117,051, our target hiring salary for this position is between \$73,157.00 - \$95,104.00 depending on education, experience and qualifications.

Job Responsibilities:

- Leads and manages complex short- to long-range park and recreation planning projects including management of scope, schedule and budget on assigned projects, including citywide strategic plans, park master plans, and smaller park planning projects. Many projects will have a focus on providing healthy lifestyle opportunities, outdoor recreation opportunities, and health equity to Denver's parks.

Senior Health, Recreation & Parks Planner

Department of Parks and Recreation



- Applies best practice planning methodology and subject matter expertise to provide technical guidance and decision-making to assigned projects.
- Exercises sound technical expertise and strong interpersonal and communications skills in the guidance and oversight of complex or controversial matters.
- Prepares planning strategies and initiatives aligned with the mission, vision and values of the Department and city.
- Conducts research and analysis to determine the needs of the community and inform strategic responses.
- Oversees and executes procurement process to hire consultants; coordinates and manages the work of consultants involved in the execution of planning projects.
- Prepares grant applications and manages grants received.
- Builds consensus and support for initiatives and brings stakeholders together who have opposing views and interests to successfully complete planning projects; builds relationships with key community leaders, health partners, stakeholders and organizations, by building trust, respect and taking time to truly engage them at the local level.
 - Coordinates and facilitates public participation in multiple stages of project planning through community outreach and engagement, public presentations and meetings.
 - Ensures adequate stakeholder involvement including collaboration with park maintenance operations staff, design and construction staff and others.
 - Coordinates and leads public meetings and events throughout Denver, some of which are held in the evening hours or on weekends, and conducts park site visits, as needed.
 - Listens and facilitates respectful discussions about parks, recreation, health and neighborhood issues with diverse residents and organizations.
 - Enhances and actively seeks out positive public relations for the Department through a positive disposition and constructive engagement.
 - Identifies and fosters potential partnerships between the Department and other interest groups, internal and external; cultivates and supports efforts to secure grants and other project funding.
- Fosters strong partnerships with key agencies and organizations such as Denver Department of Public Health and Environment, Colorado Health Foundation, Great Outdoors Colorado, and others.
- Oversees efforts in strategic planning, establishment and maintenance of appropriate DPR policies, internal standard operating procedures, park standards and quality assurance.
- Contributes to ongoing annual planning efforts for Capital Improvement Projects (CIP).
- Represents the Department in other citywide planning efforts, such as those led by Community Planning and Development, Department of Public Health and Environment or Public Works.
 - Serves as primary liaison to the Department for Councilmembers by providing them regular updates on projects and being the main point of contact for questions and concerns.
 - Serves as a key public liaison to the Department by being primary point of contact for residents via in person meetings, 311 requests, phone calls and emails.
- Ensures efficient use of resources, adherence to plans, compliance with city standards and regulations and quality assurance.

Senior Health, Recreation & Parks Planner

Department of Parks and Recreation



- Provides timely and accurate reporting on project progress and addresses any project issues in coordination with internal staff or the public.
- May delegate work to and reviews the work of the Associate Parks Planner and/or Interns.
- Completes intra-departmental design and plans review; makes recommendations on a variety of project initiatives for quality, technical competency, and code compliance.

About You

We are looking for a well-rounded and experienced public health and planning professional with superior relationship-building, communication and organization skills. We are seeking a candidate who enjoys working with partners and community members, and who is passionate about enhancing health outcomes through parks. This position will require someone who is sensitive to equity considerations and is confident in their ability to handle complex or sensitive situations. Additionally, our ideal candidate will possess a combination of the following:

- Bachelor's Degree or higher in Public Health, Urban Planning, Public Administration, Urban Sociology, Landscape Architecture, or directly related field
- Professional experience with the public health sector and/or parks planning sector
- Experience building relationships with key public health agencies and organizations.
- Experience working with diverse communities developing trusting, collaborative relationships with key community stakeholders and coordinating public engagement
- Proficiency with Adobe Suite
- Bilingual skills (Spanish highly preferred)

We realize your time is valuable so please do not apply unless you have the following minimum qualifications:

- Education requirement: Bachelor's Degree in City or Regional Planning, Architecture, Landscape Architecture, Historic Preservation, Engineering, or a related degree
- Experience Requirement: Five (5) years of professional planning experience
- Education/Experience Equivalency: One (1) year of the appropriate type and level of experience may be substituted for each required year of post-high school education. Additional appropriate education may be substituted for the minimum experience requirements.
- License/Certifications: Requires a valid Driver's License at the time of application. Licenses and certifications must be kept current as a condition of employment

About Everything Else

Job Profile CE0429 City Planner Senior

Position Type Unlimited

Pay Range \$73,157.00 - \$117,051.00

Senior Health, Recreation & Parks Planner

Department of Parks and Recreation



Starting Pay \$73,157 - \$95,104/year depending on experience and education

Agency Parks and Recreation

EEOC Statement

The City and County of Denver provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, national origin, disability, genetic information, age, or any other status protected under federal, state, and/or local law.

Right to Work Statement

For information about right to work, click [here](#) for English or [here](#) for Spanish.

Qsec CE0372 DPR Parks 2019-03-11