

Public Realm Manager

Full-time Position

Denver, CO

ABOUT THE RiNo ART DISTRICT

The RiNo Art District was created in 2005 and is inclusive of the historical neighborhoods of Globeville, Elyria-Swansea, Five Points and Cole. The RiNo Art District began as a grassroots nonprofit made up of passionate advocates who believe in the power of art to connect people and create a thriving community. Art is the common thread that unites the district, and the lens through which we view our work in support of the community. Since 2015, we've helped form two special tax districts, the Business Improvement District (BID) and the General Improvement District (GID), as well as the Keep RiNo Wild arts educational nonprofit to support the local community. Together, the RiNo Art District family of four organizations fund and support our community through advocacy, infrastructure and public realm improvements, artist support, community programming, business support, and events.

POSITION SUMMARY

The RiNo Art District is looking for a Public Realm Manager who will work closely with the Executive Director, Urban Strategy & Design to implement projects and initiatives guided by the organization's mission, strategic plan, and RiNo's Business Improvement District (BID) and General Improvement District (GID). This position is responsible for supporting and managing projects that contribute to business and economic development, public realm and infrastructure improvements, advocacy, and community outreach and engagement.

OBJECTIVES OF THIS ROLE

As the Public Realm Manager, you will be accountable for responsibilities that include, but are not limited to:

- Manage various public realm and infrastructure projects or initiatives.
- Provide landscape architecture, architecture, urban design, or planning expertise on projects and initiatives.
- Communicate complex or technical design practices/processes, approaches, or information to internal staff, board members, and community members.
- Create 2D and 3D graphics to communicate work to board members and community members.
- Produce documents and content for project deliverables, meetings, and events.
- Conduct research and analysis for projects, initiatives, and cost estimates.
- Assist with community engagement and facilitation and collect and incorporate community feedback into work product.
- Assist with conducting and coordinating Design Reviews.
- Assist with maintaining project schedules and producing progress reports.
- Work with consultants or contractors.





- Manage the Clean Team Ambassadors program.
- Manage maintenance activities along Brighton Boulevard.

ABOUT YOU

The ideal candidate has some or all the following experience, skills, or characteristics:

- Proficient in Microsoft Office, Adobe Creative Suite, and 3D software programs to effectively achieve the objectives of this role.
- Proficient in understanding and communicating planning and design concepts/processes, industry best practices, and complex or technical information.
- Ability to manage complex public realm and infrastructure projects from conception to implementation and maintenance.
- Ability to manage a variety of consultants and contractors (e.g., design consultants, maintenance contractors).
- Great at communicating and coordinating as it relates to all aspects of the role.
- Understands and can communicate multiple perspectives and alternatives.
- Ability to balance differing opinions and feedback to reach a recommended solution.
- Can effectively collaborate and work in a team environment.
- Proactive with problem solving, identifying improvements, and innovating.
- Ability to work with a range of community members, including property and business owners.

The ideal candidate should meet these qualifications:

- Minimum qualifications:
 - Bachelor's and/or Master's degree in landscape architecture, urban design, urban planning, architecture, or an equivalent field.
 - At least 3 years of relevant professional experience.
- Additional preferred qualifications:
 - Landscape Architect license

WORK ENVIRONMENT

Expected Hours of Work:

- Full-time position (40 hours per week).
- Monday through Friday, 9:00 a.m. to 5:00 p.m.
- Occasional work is required during evenings or weekends to assist with or attend meetings/events.

Location:

- RiNo Art District operates on a hybrid work schedule with typically two in-office days at the RiNo Art District office (1320 27th Street Suite G, Denver CO 80205). During the other three days, employees are encouraged to work in the office or remote.
- This position will be expected to travel locally for meetings or events within the district or Denver.



Physical Demands:

- While performing the duties of this job, the employee sometimes is required to lift objects up to 15 pounds.

COMPENSATION

Salary:

- Starting position salary range is anticipated to be **\$75,000 - \$95,000** per year based on education and experience.

Benefits:

- Unlimited time off.
- Medical, vision, and dental insurance plans with company contribution of 50% towards premiums.
- 401(k) with up to 3% match.
- \$50 per month phone stipend.

HOW TO APPLY

Please [click on this link](#) to apply and submit your applications by 11:59pm on July 16, 2024.

Applications will be required to include:

- A cover letter (one page max).
- A resume (two pages max). Must include at least three references. References will only be contacted upon request.
- Work samples (15 pages max). Work samples should demonstrate your experience and ability to fulfill the position. Content should include a variety of graphics and text.

If you have questions, please contact Sarah Cawrse at sarah@rinoartdistrict.org and responses to questions will occur on July 15th.

RiNo Art District is focused on promoting an inclusive environment and is proud to be an equal opportunity employer. We celebrate the different viewpoints and experiences our diverse group of team members bring to our organization. RiNo Art District does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, physical or mental disability, national origin, veteran status, or any other status protected under federal, state, or local law.

RINO ART DISTRICT



2024 Staff Organizational Chart

