

DEPARTMENT:	Parks and Recreation	STATUS:	Regular, Full-time
NO. OF POSITIONS:	One	UNION:	Exempt
HOURS OF WORK:	40 hours per week	SALARY:	\$129,881 to \$143,218 annually + comprehensive benefits package

The City of New Westminster is seeking an experienced and passionate leader to manage the operations and environmental stewardship of our parks and open spaces. As a key member of the Parks & Recreation leadership team, you will oversee a diverse portfolio including Urban Forestry, Natural Areas, Horticultural Services, Greenhouses, and Park Water Systems.

KEY RESPONSIBILITIES:

- **Develop and implement the vision:** Lead the planning, budgeting, and execution of work plans for horticulture and urban forestry, ensuring the health and beauty of our turfed, landscaped, and horticultural areas. This includes planting, and maintaining trees in parks, open spaces, and along city streets.
- **Oversee operations:** Manage greenhouse operations, tree nurseries, park water systems (including irrigation systems, spray parks, drinking fountains, decorative water features and misting stations), ensuring efficient and cost-effective service delivery. Direct the care and maintenance of our growing inventory of natural areas.
- **Communication and Coordination:** This position involves working closely with Engineering Operations and Civic Buildings and Properties to ensure effective management of all park assets.
- **Lead and mentor:** Guide and support the Superintendent, Urban Forestry and the Superintendent, Park Operations. Foster a collaborative and high-performing team environment.
- **Manage staff and resources:** Develop and manage the division's capital and operating budgets and oversee equipment resources. Oversee a large team of regular, temporary, and auxiliary staff and support training and coaching, team building, recruitment, progressive discipline and performance management.
- **Collaborate across departments:** Work closely with Parks and Open Space Planning, Park Services, Asset Management, Engineering Services, Planning & Development and Energy and Climate Action teams to align with city-wide priorities.
- **Ensure compliance:** Apply knowledge of regulations, policies, bylaws, and objectives related to parks operations. Manage budgets, contracts, and projects effectively. Coordinate inspections, maintain records, and collect natural asset inventory data.
- **Provide expert advice:** Oversee horticultural and arboricultural planning and design for development sites, parks, and city-owned lands. Review and provide feedback on development proposals and capital projects.
- **Build relationships:** Liaise with government agencies, community organizations, the public, and across City departments. Respond to inquiries and concerns, and support grant applications.
- **Champion safety:** Monitor parks operations to ensure adherence to risk management and safety practices, as well as human resources and labor relations procedures.

WHAT YOU BRING:

- A minimum of 5 years of progressive supervisory and leadership experience in parks operations, preferably within a municipal setting.
- A post-secondary degree in Parks Administration, Landscape Architecture, Urban Forestry, Engineering, or a related discipline.

- Registration with a professional association such as ISA, BCSLA, or Engineers & Geoscientists BC is preferred.
- Training or certification in Project Management, Contract Management, Construction Management, Operations Management or Asset Management is an asset.
- Experience in creating park asset management plans is strongly preferred. Candidates with demonstrated experience in asset management principles and practices within a parks context will be given priority.
- Considerable knowledge and experience with implementing maintenance management systems or other technology based systems that support parks operations work is preferred.
- A deep understanding and passion for horticulture, greenhouse operations, urban forestry, natural areas management, and landscape architecture.
- Knowledge of municipal functions, relevant programs, policies, bylaws, and legislation.
- Excellent planning, coordination, and people leadership skills.
- Strong analytical, problem-solving, and decision-making abilities.
- Exceptional communication, interpersonal, and conflict resolution skills.
- Proficiency in industry-standard computer applications.

WHAT WE OFFER:

- **Work-life balance** – hybrid remote work/in office schedule, vacation, secondary leave, and an optional compressed day off program
- **Health and wellness** – comprehensive benefits, plus other wellness-focused programs and benefits such as public transit subsidy, access to secured bike parking and subsidized recreational facility programs. At City Hall, there is access to an employee fitness centre and full-service cafeteria
- **Retirement benefits** – including municipal pension plan
- **Career development** – ongoing learning, leadership development, and education development program

Join our team and lead the way in creating and maintaining vibrant green spaces for our community!

**Apply online with your resume and cover letter in one document at
www.newwestcity.ca/employment by February 27, 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 unsurrendered 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.*