



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

CITYWIDE JOB VACANCY NOTICE: Job ID No. 584046

Office Title: Natural Resources Designer

Civil Service Title: Assistant Landscape Architect **Title Code No:** 21310 **Level:** NA

Salary: \$57,078 - \$65,640

Number of Positions: 1 **Work Location:** Baby Queensbridge Park, Queens

The Division of Environment and Planning aims to protect, restore, and expand New York City's green spaces and natural areas to maximize their benefits for environmental and community health and resilience. The Natural Resources Group within Environment and Planning manages over 10,000 acres of natural areas across the five boroughs, including forests, grasslands, and wetlands, and has secured tens of millions of dollars of grant from state, federal and private sources over the past decades to fund the restoration and management across these ecosystems.

Major Responsibilities

- Under supervision, perform landscape architectural work of moderate difficulty and responsibility for the Natural Resources Capital Design & Construction Team.
- Work with staff scientists to determine design solutions which maximize ecological function and or reduce ecological impacts.
- Conduct site investigations to evaluate drainage area, flow, soil permeability, groundwater, and other site conditions to determine feasibility of wetland restoration, stormwater green infrastructure, and other natural resource designs.
- Use Adobe Suite and other software, prepare suitable graphics and presentations to communicate design intent.
- Use AutoCAD and other software, prepare and/or manage the preparation of contract drawings.
- Develop specifications, cost estimates and estimates of quantities for the proposed work.
- Obtain all internal and external approvals for proposed designs.
- Review sites and designs with other members of team as well as construction and maintenance personnel.
- Monitor construction operations for compliance with contract specifications and documents; review and resolve design conflicts during construction. Assess and monitor progress of construction by reviewing and approving requests for Information, submittals and shop drawings.
- Conduct site inspections for quality assurance.
- Assist landscape architects and project managers with the above tasks.

Qualification Requirements

1. A Bachelor's or Master's degree in landscape architecture from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council of Higher Education Accreditation (CHEA) and one year of full-time satisfactory experience in landscape architectural and one year of full-time satisfactory experience in landscape architectural work; or
2. A valid New York Registration as a Landscape Architect.

Note: Landscape Architects with out-of-state registration are welcome to apply provided that reciprocal New York State registration is obtained prior to hire.

This position is exempt from NYC residency requirements.

Preferred Skills/Qualifications

1. Proven design ability in landscape architectural work.
2. Experience with interdisciplinary coordination during design (Ecology, Hydrology, Environmental Engineering, Planning)
3. Knowledge of any/all the following specialized disciplines: green infrastructure, sustainable design, urban forestry, horticulture, urban design, environmental science and engineering, stormwater permitting and compliance.
4. Computer literacy, including knowledge of MS Suite, Adobe Suite, CAD and GIS.
5. A commitment to teamwork and an integrated approach to project delivery.
6. Driver license valid in New York State.

How to Apply

Parks Employees:

From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link:

<https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Careers and search for **Job ID# 584046**. Do not access **ESS** using nyc.gov/ess from a Parks computer.

Parks & City Employees:

From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to nyc.gov/ess or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Careers and search for **Job ID# 584046**.

Include your ERN and **Job ID# 584046** on your cover letter and resume.

All other applicants:

Go to nyc.gov/careers/search and search for **Job ID# 584046**.

POST DATE: 04/21/2023

POST UNTIL: 05/19/2023

NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request. If you have any questions regarding this vacancy or require a reasonable accommodation during the application process, please call the Human Resources Division at (212) 830-7851.

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115