



Office of Human Resources
Landscape Architect Senior - CE0433
THIS IS A PUBLIC DOCUMENT

General Statement of Duties

Performs professional, specialized project management work including planning, designing, and coordinating landscape architectural projects for the development and rehabilitation of parks, natural areas, parkways, and other open spaces.

Distinguishing Characteristics

This class performs professional, specialized project management work on complex, multifaceted projects. This class is distinguished from an Associate Parks Landscape Planner class that performs professional parks landscape planning work by coordinating landscape projects for parks, open spaces, and parkways and serves as a project manager on moderately difficult projects. This class is distinguished from a Landscape Architect Supervisor that performs professional and supervisory work over landscape architects, provides direction and long range and short term planning, directs policy and procedure development, and makes budgetary and resource allocation decisions. The Senior Landscape Architect is distinguished from the Staff Parks Landscape Planner that performs entry level professional parks landscape planning work under close supervision while learning and assisting in the preparation and checking of plans, designs, and specifications.

Level of Supervision Exercised

Coordinates the work of consultants/contractors and other employees who are assigned to specific projects.

Essential Duties

Performs project management work on complex, multifaceted municipal landscape architectural projects managing design and construction projects, developing project and design specifications, and coordinating activities with other city departments, elected officials, community and neighborhood groups, and other stakeholders.

Participates in the development of overall long range and short term planning initiatives and initiates and recommends modifications to policies, procedures, and standards related to landscape architecture projects and programs.

Defines scope of work for a project, develops project work plans, designs project in-house or hires a consultant to design the project, determines and sets time frames and project milestones, and manages project budget.

Coordinates the work of multi-disciplinary teams engaged in the design and construction of landscape architectural/capital improvement projects, including reviews plans and specifications for compliance to standards and practices, performs on-site inspections during construction to determine work progress and conformance to established bid specifications/contracts, and provides technical support in solving problems.

Prepares pre-bid materials defining the scope of work and related information.

Participates on selection committees to reviews proposals and provides recommendations.

Coordinates effort to bring stakeholders together who have opposing views and interests in order to successfully complete projects.

Researches and compiles information on funding sources and writes grants and other funding proposals.

Performs other related duties as assigned.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Decision Making - Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative in order to make a determination, draw conclusions, or solve a problem.

Influencing/Negotiating - Persuades others to accept recommendations, cooperate, or change their behavior; works with others towards an agreement; negotiates to find mutually acceptable solutions.

Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Oral Communication - Expresses information to individuals or groups effectively taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately.

Planning and Evaluating - Organizes work, sets priorities, determines resource requirements; determines short or long-term goals and strategies to achieve them; coordinates with other organizations to accomplish goals; monitors progress, and evaluates outcomes.

Problem Solving - Identifies problems; determines accuracy and relevance information; and uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Project Management - Manages all aspects of one or multiple projects through initiating, planning, executing, monitoring, and closing project, complying with established control systems and rules. Monitors processes, progress, and results. Determines objectives, sets priorities, delegates work, and provides others with a clear direction. Works with others towards an agreement that may involve exchanging specific resources or resolving differences.

Knowledge & Skills

Landscape Architecture - Knowledge of the concepts, theories, and practices used in the planning, design, construction, and adaptation of outdoor features, taking into consideration recreation planning, requirements, aesthetic value, and compatibility with other developments and resources.

Public Planning - Knowledge of functions, principles, methods, and techniques of public planning including those related to community planning, outdoor recreation planning, and natural resource management such as demand forecasting, environmental impact analysis, financial forecasting, and land use planning and zoning.

Building and Construction - Knowledge of materials, methods, systems, and the tools used to construct objects, structures, and buildings.

Knowledge of architecture and civil engineering concepts, principals, and theories sufficient to be able to perform project management and lead multi-disciplinary project teams.

Education Requirement

Bachelor's Degree in Landscape Architecture, Architecture, Engineering, Planning, or a related field.

Experience Requirement

Three (3) years of professional experience in landscape architecture performing project design and/or construction management work.

Education & Experience Equivalency

A Master's Degree may be substituted for one year of the experience requirement.

Appropriate experience may be substituted for the education requirement.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

Registration as a Professional Landscape Architect by the Colorado State Board of Landscape Architects at the time of application. Registration as a Professional Landscape Architect by another state will be accepted in lieu of this requirement providing the applicant is registered by the State of Colorado by the completion of the probationary period.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Potential exposure to extremes of heat and cold in all weather conditions.

Subject to many interruptions.

Pressure due to multiple calls and inquiries.

Lifting: raising or lowering objects weighing no more than 10 pounds, from one level to another.

Level of Physical Demand

1-Sedentary (0-10 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Carrying: transporting an object, usually by hand, arm, or shoulder.

Balancing: maintaining body equilibrium to prevent falling over.

Stooping: bending the body by bending spine at the waist.

Sitting: remaining in the normal seated position.

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hand(s).

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: making frequent movements with a part of the body.

Lifting: raising or lowering objects weighing no more than 10 pounds, from one level to another.

Background Check Requirement

Criminal Check

Education Check

Employment Verification

Licenses/Certification
By position, Motor Vehicle Record

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: E-814
FLSA Code: Y
Established Date: 9/21/2018
Established By: LS
Revised Date:
Revised By:
Class History: