



POSITION DESCRIPTION:

Planning and Design Manager

Friends of the High Line (FHL) is the City's non-profit partner in the planning, design, development and construction of the High Line. Working with the Department of Parks & Recreation, the New York City Economic Development Corporation, the Department of City Planning and the Office of the Mayor, FHL is responsible for ensuring that the High Line is developed and maintained as a world-class public open space and that all aspects of its design and execution reflect this goal.

The High Line is being developed and constructed in three phases: Section 1 (Gansevoort Street to 20th Street) opened in June 2009. Section 2 (20th Street to 30th Street) is under construction and scheduled to open to the public in 2011. Section 3 (30th Street to 34th Street) is not yet secured for redevelopment as a park. FHL is actively working with the City, State and all community stakeholders to complete this final section of the High Line, advocating for City acquisition of this section and planning for its future development as public open space.

Job Description

Reporting to the Vice President for Planning and Design, the Planning and Design Manager is responsible for managing a variety of projects related to the ongoing advocacy, planning, design and construction of the High Line and associated facilities, in all phases of development. The Planning and Design Manager will also be responsible for coordinating with representatives of the Parks Department and other City agencies, and for collaborating with Friends of the High Line staff in other departments, including fundraising and High Line horticulture and operations staff.

Responsibilities include

- **Section 2 construction:** the Planning and Design Manager will be FHL's primary representative on the construction team, responsible for monitoring construction progress and schedules, reviewing all materials submitted for client approval, reviewing and approving, with the High Line horticulture staff, all planting materials and methods.
- **Maintenance and Operations (M+O) facility design and construction:** FHL has engaged Renzo Piano Building Workshop as the Design Architect for a new M+O facility to be built adjacent to the High Line near Gansevoort Street. The Planning and Design Manager will be responsible for managing the Design Architect and working with the Architect of Record, the Parks Department, the NYC Economic Development Corporation, and High Line operations staff on all aspects of the development of this building.
- **Section 1 capital improvements:** collaborating with High Line operations staff to design solutions to ongoing issues or new operations needs, including all capital projects to support programs, special events, and future food concessions.
- **Section 3 planning,** including construction feasibility studies, planning strategy, design and planning presentations, and community engagement.

- Design Presentations to FHL staff, FHL Board members, representatives of City agencies, and community partners, including preparations of all supporting graphic materials.

Qualifications

This position requires a bachelor's degree and at least 5 years of experience in the fields of planning, architecture, landscape architecture or construction management. Experience in horticulture and planting installation is preferred. Candidates should be able to work independently, multi-task, solve problems, collaborate with colleagues, vendors and other staff at all levels. Candidates should be comfortable working in a small, fast-paced, and flexible office environment and must demonstrate excellent skills in verbal, written and graphic communication. Proficiency in AutoCAD, Photoshop, Illustrator, PowerPoint, and Excel required.

To Apply

Please submit your cover letter, resume, and salary requirements to jobs@thehighline.org. Only those whose applications are being considered will be contacted. No phone calls, please.

Friends of the High Line is an equal opportunity employer and considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.