

# Great River Passage INITIATIVE

The City of Saint Paul is seeking an individual to serve as the **Great River Passage Fellow** within the Department of Parks and Recreation.

## About the Great River Passage Initiative:

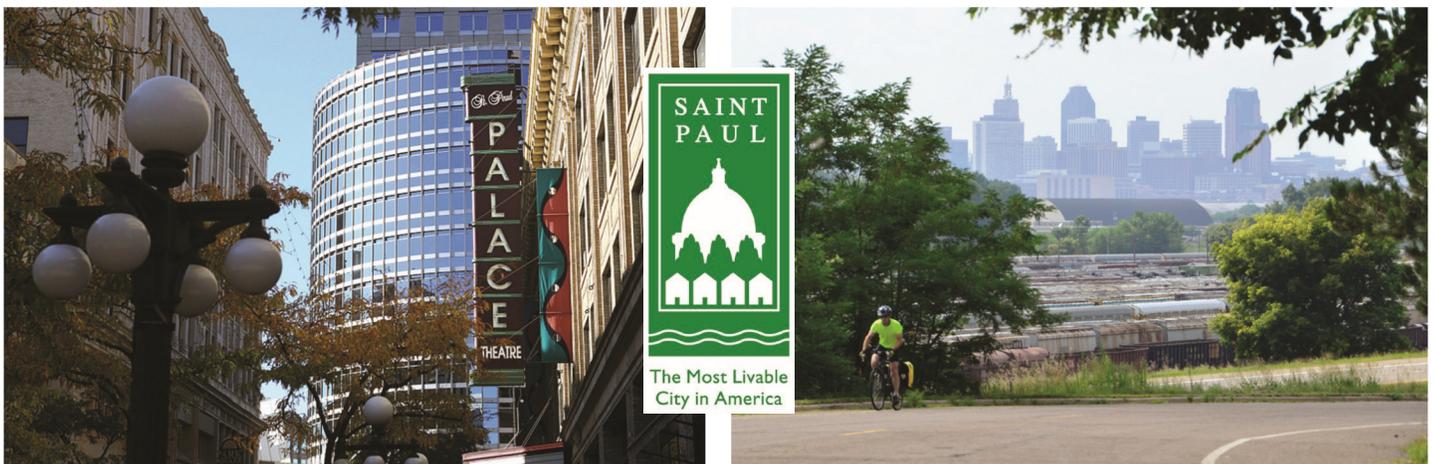
The Great River Passage Initiative is the result of an award-winning Great River Passage Master Planning Process, a transformational vision that sets the stage for the next chapter of ecological and economic revitalization along the Mississippi River in the City of Saint Paul. The Great River Passage is the product of a 2 year process, involving staff, professional consultants, elected officials, community groups, and interested individuals that resulted in a detailed description guiding the next generation of investments along the City's 17 mile river corridor. In March 2013, the Saint Paul City Council voted unanimously in support of the plan, and key elements of the plan, organized around the themes of “**more natural, more urban, and more connected**” were then adopted by the Metropolitan Council as part of the City's Comprehensive Plan. For more information about the plan, [click here](#).

The implementation of the Great River Passage initiative is supported by funding from the Parks and Trail Fund of the Heritage and Legacy amendment, in addition to City sources. The initial implementation period includes secured funding for 18 months, concluding in December 2017. Opportunities to define implementation beyond 2017, and the transition forward will be defined during the initial 18 month work plan. The salary range for the Great River Passage Manager is **\$25.58 - \$35.97 per hour**, full-time for 18 months. Health benefits, sick and vacation time are also offered to this position.

## Position Summary:

The Great River Passage Fellow will work for the Great River Passage Manager, to support and assist in the development and implementation of the 18 month work plan, working across City Departments (including the Department of Public Works and the Department of Planning and Economic Development), that drives progress on:

- Building and maintaining the visibility of the Master Plan, and institutionalizing its influence on public and private activities that affect the Saint Paul riverfront.
- Connecting and advancing specific projects, maximizing their impact, and ensuring they reflect the principles and goals of the Master Plan.
- Connecting communities and advocating to establish stakeholder groups, facilitating engagement and cultivating momentum for the implantation of the Master Plan.
- Activating public spaces by promoting investments, special events, and everyday uses that will captivate attention for the River and the Master Plan.
- Developing a sustainable approach to the Master Plan implementation that positions the Great River Passage to be successful beyond the initial 18 month implementation period.



## Description:

- Support the promotion and public awareness activities for the Great River Passage Master Plan, producing print materials, and participating in community events and gatherings.
- Provide day-to-day program and project management support which includes monitoring major capital public and private projects and development initiatives that are priorities for advancing the goals and principals of the Great River Passage Master Plan.
- Assist in the reporting and communication to stakeholders, city staff, collaborators, and the community on the progress of the Great River Passage work plan.
- Assist the Great River Passage Manager in engaging partners in the design of a sustainable implementation of the Plan, including the establishment of a civic leadership and advisory body, and a public/private fundraising organization.
- Support the Great River Passage Manager with the development of underutilized public and private properties and to temporarily activate them for public use.
- Support the engagement of the community during the planning and implementation of the Great River Passage, gather feedback and reactions from the community, and evaluate the process with the Great River Passage Manager.

## Skill and Qualifications:

- A Bachelor's Degree in Public Administration, Landscape Architecture, Urban Planning, Urban Design, Management, or a closely-related field and three (3) years of experience in project management or program development in urban design.
- Knowledge and experience with inclusive urban design principles, such as public space design, and the interplay between private development and an active public realm.
- Knowledge of government processes and regulations related to public infrastructure.
- Knowledge and understanding of the demographic trends throughout the City of Saint Paul, including the aging populace, and how these demographics effect neighborhoods, transportation, and housing.
- Possess strong communication skills, including public speaking, writing, and working with partners.
- Experience with public engagement, community oriented outreach, and communication experience relevant to diverse, active citizens. Ability to forge strong connections with the community.
- Detail-oriented, organized, conscientious and diplomatic.
- Ability to handle simple conflict situations with sensitivity.
- Fluency in a language in addition to English is preferred (Spanish, Hmong, East African language, or other languages prevalent in Saint Paul).
- Most importantly, a passion for creating more livable, people-oriented city!

**To be considered for this position please email a letter of interest and resume to Joan Phillips at [Joan.Phillips@ci.stpaul.mn.us](mailto:Joan.Phillips@ci.stpaul.mn.us).**

**Posting open until filled.**