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## Downtown Partnership of Colorado Springs Director of Planning and Mobility

### Description

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Position title: Director of Planning and Mobility

Reports to: President & CEO

Status: Full-time, exempt

**Summary description of position:** The Director of Planning and Mobility is the primary steward of the Experience Downtown Master Plan, fostering the economic and physical development of Downtown Colorado Springs. The Director serves as project manager on initiatives to ensure that the built environment and land uses are conducive to a vibrant city center, as well as crafting and implementing strategies to ensure a connected, accessible, walkable and bike-friendly urban environment. The Director serves as liaison to key municipal contacts in Planning, Public Works, Parks, Transit, Utilities and the Parking Enterprise.

**About Downtown Colorado Springs:** With nearly \$1 billion in recent public and private investment, Downtown Colorado Springs is in the midst of a rapid-paced renaissance. Key new anchors on the near-term horizon include the U.S. Olympic Museum and Hall of Fame (opening 2020), a planned 10,000-seat multiuse soccer stadium, a planned 3,500-seat multiuse hockey arena, hundreds of new residential units and several new hotels. Surrounded by a 10-mile trail system, Downtown Colorado Springs provides the best of an increasingly dense urban environment connected seamlessly to the great outdoors. With this growth come demands and opportunities to address improved public spaces that foster economic development, micro-mobility and connectivity solutions, parking strategies, Smart City initiatives and more. In 2018, Colorado Springs was named No. 1 Most Desirable Place to Live (U.S. News & World Report), No. 1 City in Millennial Growth (Brookings Institute) and No. 1 Hottest Housing Market (Trulia).

### About Downtown Partnership of Colorado Springs

Downtown Partnership ensures that Downtown Colorado Springs serves as the economic, civic and cultural heart of the Pikes Peak region. Downtown Partnership, a 501c4 nonprofit, is the management

company for the services of the Greater Downtown Colorado Springs Business Improvement District, the Downtown Development Authority and the 501c3 nonprofit Downtown Ventures.

### **To apply**

Submit resume and cover letter to [info@DowntownCS.com](mailto:info@DowntownCS.com).

Downtown Partnership of Colorado Springs is an Equal Opportunity Employer.

No phone calls, please.

Application is open until position is filled, and may close without notice. Apply soon to be considered.

## **Requirements**

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### **Qualifications:**

- Bachelor's degree with preference to degrees in urban planning, project management, public administration, civil engineering, economics.
- At least three years' professional experience in planning, community development, project management, transportation planning and management or similar.
- Proficient in market research, business writing, data management, fiscal analysis.
- Demonstrated excellence in contract management; design management experience preferred.
- Proficiency in Word and Excel, and working knowledge of GIS.
- Ability to read and interpret land use codes, comprehensive plans, site plans.
- Strong project management skills, including scheduling and budget management.
- Ability to develop the evaluation criteria necessary for obtaining results.
- Passion for Downtown Colorado Springs, urbanism and the mission of Downtown Partnership.

### **Competencies:**

- Strong interpersonal and written communications skills.
- Strategic and analytical thinking skills.
- Self-motivated, highly organized, adaptable.
- Detail-oriented, ability to conduct base-level research, analyze data sets.
- Ability to communicate professionally and effectively with board members, planners, elected leaders, private sector developers, small business leaders, residents, property owners, agency heads and others.
- Creative thinker and problem solver.
- Ability to maintain confidentiality in business climate.
- Respect for a diversity of cultures and people.
- A passion for urbanism and the mission of Downtown Partnership.
- Valid drivers license.

### **Essential job functions include but are not limited to:**

- Manage an evolving portfolio of projects, with latitude for independent initiative and judgment, to improve public spaces and the built environment Downtown.
- Serve as key liaison representing Downtown goals and opportunities in initiatives with municipal agencies to include Planning, Public Works, Parks, Utilities, Parking Enterprise and Transit, as

well as initiatives with private developers.

- Craft and support strategies, alongside key partners, to increase safe mobility and connectivity to and through Downtown, to include elements of transportation demand management.
- Coordinate and communicate regularly and effectively with stakeholders and project partners, to include property owners, business owners, municipal workers, residents, workforce and others.
- Track project progress, present at board meetings and interagency meetings of key partners and stakeholders.
- Steward elements of the annual State of Downtown Report: Maintain a benchmarking system of key downtown indicators for mobility and planning.
- Prepare, read and assess planning documents.
- Manage contracts and consultants working on projects initiated by the Downtown family of organizations.
- Research, analyze, document and pursue funding strategies and opportunities to support Downtown planning and mobility initiatives.
- Represent Downtown interests in meetings of Colorado Springs Utilities, Regional Building Department, ad hoc task forces, etc., as needed.
- Alongside the Vice President of Communications, craft communications strategies to promote and educate on the value of a more walkable, bike-friendly, connected city center.
- Other duties as assigned.

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### **Job Information**

**Location:**

Colorado Springs, Colorado,  
80903, United States

**Job ID:**

47833673

**Posted:**

April 12, 2019

**Position Title:**

Director of Planning and  
Mobility

**Company Name:**

Downtown Partnership of  
Colorado Springs

**Job Function:**

Planning

**Entry Level:**

No

**Job Type:**

Full-Time

**Job Duration:**

Indefinite

**Min Education:**

BA/BS/Undergraduate

**Min Experience:**

2-3 Years

**Required Travel:**

0-10%

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