

PHOTO BY ANN DUNCAN

DIRECTOR OF OPEN SPACE AND MOUNTAIN PARKS



THE CITY OF BOULDER

Located at the base of the foothills of the Rocky Mountains – where the Rocky Mountains meet the Great Plains – Boulder is world-renowned for its natural beauty and commitment to sustainability and protecting the environment. Nestled 35 miles northwest of Denver at an elevation of 5,430 feet, Boulder is home to 103,000 residents and the state's largest institution of higher learning, the University of Colorado.

Boulder's roots trace to the 1800's when it was established as a mining community. Today, Boulder is a world-class destination known for its spectacular scenery that includes more than 45,000 acres of open space, much of which surrounds the city.

While the tourist industry continues to flourish, Boulder also has seen a boom in innovation. The mid-1900's saw advanced technology businesses including Ball Aerospace and IBM come to Boulder. Boulder continues to serve as a leader in technology startups and other entrepreneurial endeavors, and was named by the Ewing Marion Kauffman Foundation as the leader in high-tech startup concentration. Boulder also has an active living industry, thriving micro-brew industry, and is considered one of the nation's "foodiest" towns. Boulder is consistently listed as one of the nation's most desirable places to live and cited as one of the most innovative cities in the country.

With a moderate climate and 300+ sunny days a year, Boulder is truly an amazing place to live, work and play.

CITY GOVERNMENT

Boulder is a Home Rule Municipality that is self-governed under the Constitution of the State of Colorado. The City of Boulder operates under the Council-Manager form of government. The nine-member elected City Council sets the policies for the operation of Boulder City government, while the council-appointed City Manager has administrative responsibility for city operations.

OPEN SPACE AND MOUNTAIN PARKS

The mission of the Open Space and Mountain Parks Department (OSMP) is to preserve and protect the natural environment and land resources that characterize Boulder. We foster appreciation and uses that sustain the natural values of the land for current and future generations.

Boulder Vision and Values

Vision: Service excellence for an inspired future.

Values:

Customer Service – We are dedicated to exceeding the expectations of our community and our co-workers by demonstrating consistent and professional service with a solution-oriented approach.

Respect – We champion diversity and welcome individual perspectives, backgrounds and opinions. We are open-minded and treat all individuals with respect and dignity.

Integrity – We are stewards of the public's trust and are committed to service that is transparent and consistent with city regulations and policies. We are honorable, follow through on our commitments and accept responsibility.

Collaboration – We are committed to organizational success and celebrate our shared dedication to public service. We believe community collaboration and the sum of our individual contributions leads to great results.

Innovation – We promote a forward-thinking environment that supports creativity, calculated risks and continuous improvement. We embrace change and learn from others in order to deliver leading edge service.

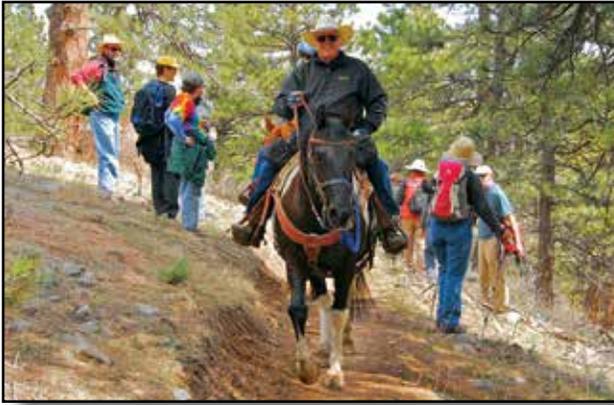
The Open Space and Mountain Parks Department manages the City of Boulder's open space lands. Boulder residents enjoy over 45,000 acres of city open space land in and around the city. Land is preserved and takes shape through multiple efforts, including agriculture, preserving historical landscape, keeping land open for wildlife, and for passive recreational uses. There is an extensive 145-mile trail system for walking and hiking, and if specifically designated, bicycling and horseback riding. Picnicking and fishing areas also appeal to area residents, as well as a variety of free educational programs conducted by OSMP staff and volunteers. Boulder's open space and mountain parks receives 5.3 million visits per year.

The department operates under the guidance of the City Charter, which incorporates a specific reference to the mission of the department: <https://bouldercolorado.gov/osmp/charter-and-mission>. Further, the City Council-appointed Open Space Board of Trustees works closely with OSMP and makes recommendations to City Council and staff on the acquisition and management of Open Space.

OSMP is largely funded through a local sales tax, initially supported by the voters in 1967. OSMP operates with staffing of 101.35 full-time equivalent



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(FTE) positions (approved for FY 2015), and a FY 2015 approved budget of approximately \$29.9 million. The department consists of four primary divisions:

Administration

Provides direction and oversight of OSMP; provides communication and public engagement management; provides support services including Open Space Board of Trustees support, voice and sight dog tag and permit administration, and front office services.

Real Estate and Central Services

Real Estate Services acquires land interests for open space purposes, manages easement requests, resolves boundary disputes, and manages leases. This function performs services for other city departments including land acquisitions, easements and rights of way.

The Cultural Resource Management workgroup oversees the inventory and preservation of cultural sites on OSMP land.

The Financial Services Management workgroup carries out budget preparation and analysis, purchasing, contracts preparation and monitoring, cash management, and parking fee and timesheet database management.

Land and Visitor Services

Manages and maintains OSMP's:

- Agricultural, water, road and building assets
- Trails, trailheads and access points
- Equipment and vehicle assets

The workgroup also manages and administers OSMP's Junior Ranger Program and Community Connections, including education, outreach, and individual and group volunteers and volunteer projects.

Resource System Services

This workgroup's Ranger/Naturalist, Environmental Planning, Ecological Systems, and Resource Information Units implement programs supporting the city's ecological resource sustainability.

THE POSITION

The Director of Open Space and Mountain Parks will direct and manage the operations of the Open Space and Mountain Parks Department. The director is appointed by and reports to the City Manager, and serves as a member of the city's management team. The director performs administrative, advisory, strategic leadership, as well as property assessment and acquisition tasks as related to the Open Space and Mountain Parks Department.

ISSUES AND PRIORITIES

The following items represent a partial list of issues and priorities that will need to be addressed by the successful candidate:

Community Engagement – OSMP manages a wonderful natural resource that residents and visitors adore. Balancing the desire for recreational access from a variety of user groups with the long-term sustainability and protection of the natural habitat is a key priority for the new director.

Organizational Assessment – OSMP is comprised of a number of work units with different areas of responsibility. The new director will have the opportunity to evaluate the department, make some critical hires, and work with the new leadership team in bringing a group of passionate and talented staff members together in the spirit of collaboration and cooperation.

Regional Cooperation – Identifying opportunities to build productive working relationships with other regional agencies for the benefit of the greater Boulder community is a key area of focus for the new director.

THE IDEAL CANDIDATE

The ideal candidate will be an experienced manager/administrator who is practiced in land management and natural resource protection with the proven ability to interface with a passionate/invested group of stakeholders. Highly qualified candidates must possess significant knowledge of general management and supervisory principles and practices, and must have an excellent track record of sound judgment and leadership skills. This collaborative, enthusiastic, and visionary leader will be a strategic thinker with a big picture perspective who possesses outstanding communication, interpersonal and consensus building skills.

It is expected that the director have extensive experience in proactively engaging and interacting with a wide variety of community stakeholders. Ideal candidates must be adept at managing high-profile issues with tact and diplomacy. Strong candidates are skilled managers of people who can inspire and motivate, appropriately delegate, while exercising an unwavering commitment to excellence. He/she will have a reputation for holding people accountable to high standards as well as a personal dedication to mentoring and developing staff through training and growth opportunities.

Specific qualifications are as follows:

Experience and Education

A minimum of eight (8) years of experience/thorough knowledge in real estate services, public land use, non-governmental organization land management, or public planning, including demonstrated supervisory, organization, and communication skills and a Bachelor's degree in a relevant discipline are required; advanced degree desired.





Management Style and Personal Characteristics

A successful candidate will be:

- A team player who is collaborative and supportive in serving as a member of the city's management team working as one organization toward a common vision.
- Skilled with a heightened sense of emotional intelligence, and an awareness of community and constituent issues and political sensitivities.
- Open and approachable, demonstrates initiative, is action-oriented, exercises good judgment, and treats others with respect.
- A relationship builder who cultivates productive relationships with the management team, elected and appointed officials, employees, external agencies, and the public.
- An outstanding manager of people who provides guidance and professional support to staff, offers regular feedback to employees, and serves as a mentor in providing training and growth opportunities.
- Able to foster trust through transparent, ethical, and consistent actions that align with and champion the city's Vision and Values.
- Positive and charismatic; innovative and creative; has a passion for the management of natural resources in an invested and caring community.

COMPENSATION & BENEFITS

The salary range for the Director of Open Space and Mountain Parks is **\$109,000 to \$150,000**. Actual salary will depend on the experience and qualifications of the successful candidate. In addition, the city offers a benefit package that includes:

Retirement: The city offers a Defined Benefit Plan (Colorado Public Employees' Retirement Association); optional PERA 401(k) and ICMA 457 Plans available.

Life and Accidental Death & Dismemberment Insurance: 1.5 times annual salary.

Medical Insurance: Three medical plan options are available for employee and dependents.

Dental and Vision Insurance: Available for employee and dependents.

Annual Leave: Annual leave starting at 23 days/year increasing to 29 days after four years of service.

Sick Leave: 14 days per year.

Holidays: 10 full-day holidays, 2 half-day holidays, up to 3 floating holidays (depending on hire date).

Other Benefits: Long Term Disability; Flexible Spending Plan choices including health care and dependent care spending accounts; Employee Wellness Program; Child Care Resource and Referral Program; Employee Assistance Program (EAP), Merit Program (employees eligible for annual merit review based on performance); Bus "Eco" Pass Program.

Reasonable moving expenses will be considered for the successful candidate.

APPLICATION PROCESS & RECRUITMENT SCHEDULE

The final filing date for this position is **Friday, April 10, 2015**. To be considered for this opportunity, please submit cover letter, resume, list of six professional references, plus current salary information to:



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 241 Lathrop Way • Sacramento, CA 95815
 916.263.1401 tel • 916.561.7205 fax
 E-mail: resumes@cpshr.us
 Website: www.cpshr.us/search

Preliminary screening interviews are expected to be conducted in mid-April, with the most qualified applicants advancing to Skype interviews with the city in late April. Those individuals determined to be the most ideally suited for the opportunity will be invited to interview in Boulder during the week of May 18th. Appointment is expected in early June following the completion of thorough reference and background checks to be coordinated with the candidate(s).

City of Boulder website: www.bouldercolorado.gov

