



Make working for
The City work for you.



Project Manager

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](https://www.calgary.ca). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As a Project Manager with the Urban and Community Systems urban design team, you will be responsible for the planning, coordination and delivery of capital public realm projects from high profile strategic programs. Example projects managed by this team include Stephen Avenue, Riverwalk West, Sunalta Main Street, 8th Street SW, and Bridgeland Main Street. This position manages multidisciplinary design and construction projects, including policy research, project and program planning, managing project tasks, leading design and contract management, preparing and making presentations to interest holders and the public, engaging with the public, and acting as the key point of contact through all stages of consultation, design and some phases of construction. Primary duties include:

- Manage public realm project delivery of key milestones and contractual services. Implement capital project design packages.
- Utilize urban design training and experience to lead multi-disciplinary consultant teams to develop project outcomes that align with project and program goals and objectives. These include designing inclusive, equitable, vibrant and healthy built environments.
- Create and manage project budget and project scope against deliverables and work completed. Advise and recommend allocation of financial resources.
- Develop project plan and procurement strategy. Prepare preliminary design concepts and site analysis to convey conceptual ideas for procurement proposals.
- Oversee daily coordination and implementation of project tasks. Anticipate interest holder needs and integrate into the design outcomes of the project.
- Deliver key messages and address media inquiries.
- Provide in-house design services on capital projects in the pre-design phase.
- Manage projects that support City advisory committee work.
- Liaise with external social agencies to provide subject matter expertise.

Qualifications

- A degree in architecture, landscape architecture, engineering, planning or related field and at least 5 years of project management experience in the delivery of public realm projects, including conceptual and detailed design and construction and interest holder relationships; OR
- A master's degree in architecture, landscape architecture, engineering, planning or related field and at least 3 years of project management experience in the delivery of public realm projects, including conceptual and detailed design and construction and interest holder relationships.
- A professional certification, association, designation or membership in one of the following related fields is an asset: Association of Professional Engineers and Geoscientists of Alberta (APEGA), Canadian Institute of Planners (MCIP), Registered Professional Planner (RPP), Project Management Professional (PMP), Alberta Association of Landscape Architect (AALA) or Alberta Association of Architects (AAA).
- Experience in project management for complex design and public realm construction projects is an asset.
- Experience in the full delivery of a Main Street, Downtown or Transit Oriented public realm project from Masterplan to Construction is an asset.
- You will have a strong understanding of City processes, corporate relationships and political acumen.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Workstyle

- This position may be eligible to work from home for at least part of the time as one of several flexible work options available to City employees. Such arrangements are based on the operational requirements of the position and employee suitability and are subject to change based on operational needs and corporate direction.

Union: CUPE Local 38
Position Type: 2 Permanent
Compensation: Pay Grade 12 \$47.01 – 62.84 per hour
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: Public Spaces Delivery
Location: 133 6 Avenue SE
Days of Work: This position typically works a 5 day work week, with 1 day off in each 3 week cycle.
Apply By: February 26, 2025
Job ID #: 311511

Apply online at www.calgary.ca/careers