

Alliance for Pioneer Square Public Realm Manager

Employed By: Alliance for Pioneer Square
Reports To: Deputy Director
Number of Hours: Full-time, Salaried

The Alliance for Pioneer Square is seeking an enthusiastic professional to work on public realm projects in the Pioneer Square Historic District. The position requires close collaboration with both Alliance team members and partnering organizations.

Pioneer Square is uniquely located between the central business district, the Chinatown International District, Central Waterfront, and the stadiums. It is home to close to 600 businesses. This position will be tasked with ensuring a welcoming neighborhood to upper-floor office tenants as well as stewarding a thriving ground-floor retail environment.

Hybrid (at-home and in-office) flexibility is available, however most of this work will require in-person meetings, field work, and office hours.

DUTIES AND RESPONSIBILITIES

- Manage projects for initiatives in the built environment and pedestrian realm, including public and private construction coordination, community-led projects in the public realm, and parking supply and rights-of-way access management.
- Work collaboratively with communication staff and the entire Alliance team to ensure close coordination of projects and events. Conduct neighborhood outreach as needed.
- Lead efforts to monitor and report damaged streetscape elements and cleanliness issues.
- Develop and maintain effective, collaborative relationships with a diversity of neighborhood stakeholders, public agencies, and vendors.
- Understand the regulatory environment of historic preservation and support businesses through the permitting process.
- Effectively advocate for Pioneer Square and its constituents.

QUALIFICATIONS AND SKILLS

- Experience and passion for: landscape architecture, urban planning, business district revitalization, and/or related fields.
- Excellent interpersonal skills, including the ability to build solid relationships and support among stakeholders, a comfort level with advocating for success.
- Confident communicator and presenter.
- Strong writing skills.

- Superior project management skills and time management skills.
- Coalition-building skills, including the ability to motivate.
- Proficient computer skills (Microsoft Office, Adobe Creative Suite).
- GIS skills a plus, but not required.
- Event management/support experience.
- A self-starter that demonstrates initiative, thoroughness, and willingness to learn.
- Tenacious and positive, with a “can do” attitude.
- Outgoing, friendly personality.
- Team player.

COMPENSATION

- Pay: \$68,000 - \$72,000
- Benefits:
 - 100% Employer Paid Health Insurance
 - Transit Benefit
 - Retirement Plan
 - Vacation and Holiday Time
 - Paid Sick and Safe Time

The Alliance for Pioneer Square is a 501c (3) non-profit organization devoted to the betterment of Pioneer Square through advocacy, programming, marketing, and community action. The Alliance is committed to creating a diverse environment and is proud to be an equal opportunity employer. The Alliance never discriminates on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, marital or family status, or based on an individuals' status in any group or class protected by applicable federal, state, or local law.

To apply please submit your resume and cover letter to: jobs@pioneersquare.org. No phone calls, please. Open until filled, priority for those applying before July 1st.