

POSITION:

Senior Construction Manager

Department:	Design & Construction
Position Reports To:	Senior Vice President, Design & Construction
FLSA Status:	Exempt

ABOUT THE HUDSON RIVER PARK TRUST

Hudson River Park is a dynamic, 4-mile-long park along the West Side of Manhattan serving millions of visitors each year and featuring distinctive and varied landscaped public piers, gardens and lawn areas, athletic fields, esplanades, docks, public art and other special features. The Park was created by New York State legislation in 1998 that also created the Hudson River Park Trust (“Trust”) as a public benefit corporation a mission to design, construct, maintain and operate this unique space that also includes a 400-acre Estuarine Sanctuary and numerous habitat enhancements. Along with other income streams, the Trust depends on revenues generated from select commercial uses and concessions located within the Park’s boundaries to support its operating expenses so that it can fulfill its long-standing commitments to sustainability, community engagement, and delivering serving the public through operation of a vital urban resource that enhances the quality of life for residents and visitors to NYC.



JOB SUMMARY

Maintaining Hudson River Park in good condition requires periodic maintenance, upgrades and replacements of previously constructed park components of many types: ballfields, sports courts, playgrounds, decorative and functional pavement, lights, HVAC equipment, small docks and more. The Park also periodically hosts events produced both internally and externally that require temporary erection of stages, supplemental lighting and other components.

The **Senior Construction Manager (SCM)** will support proactive planning and execution of efficient, well-coordinated, and safe construction activities on this wide range of projects at varying scales within a heavily used park setting. While the position will report to the Senior Vice President of Design and Construction, the SCM will also work with other members of the Trust in different departments who are also engaged in

implementing capital maintenance (typically repairs and modest upgrades) and other physical improvements. The role will include overseeing occasional short-duration activities related to the production of special events requiring stages, tents or other limited construction conducted by either the Trust or by guest permittees. The SCM will need strong field skills coupled with excellent coordination, communication and documentation skills and excellent judgment.

ESSENTIAL JOB RESPONSIBILITIES/FUNCTIONS

- Work with a range of internal stakeholders to plan, coordinate and oversee select construction activities occurring simultaneously in multiple locations with consideration for safety; efficiencies; impacts to the surrounding park, tenants and other occupants; and in compliance with any relevant permits or other requirements through completion of work and close-out documentation as needed.
- Track and manage on-call contracting budgets and schedules. Negotiate pricing for change orders. Complete any necessary reporting or approvals related to funding sources in a timely fashion.
- Make recommendations for and maintain construction safety policies and procedures in accordance with OSHA regulations and Trust standards. Lead staff training and new contractor safety orientation sessions.
- As directed, perform site safety inspections to ensure compliance with requirements.
- In collaboration with internal stakeholders, develop recommendations for projects and project sequencing, prepare scopes of work, RFPs and otherwise support procurement required for basic repair and rehabilitation projects to be performed by on-call or other contractors.
- Review consultant and contractor applications for payments and requests for change orders and work with the Trust's Finance and other departments to process payments.
- Maintain accurate and detailed project records using Procore
- Provide regular status reports for Park management

Other Duties: *This job description is not intended to cover all the activities, duties and responsibilities that are required of the position. Other related duties and responsibilities may be assigned at the discretion of the Trust.*

EDUCATION AND EXPERIENCE REQUIREMENTS

- Degree in civil engineering, landscape architecture, architecture, planning, construction management or related field required.
- Minimum of five years of experience in construction project management including significant exterior site construction experience. Strong preference for experience in a public park or park-like setting.

- Experience developing and reviewing construction plans, site logistics plans, construction bid and consultant RFP packages, RFIs, payment requisitions, and negotiations.
 - OSHA 30 Certification or willingness to secure such certification within 4 months of hiring and commitment to be recertified continually as may be required.
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KEY COMPETENCIES REQUIRED

- Strong planning and organizational skills including ability to prioritize and multi-task.
 - Strong written and verbal communication skills.
 - Ability to work independently in diverse, cross-functional teams.
 - Ability to handle and advance multiple tasks simultaneously, identify critical tasks and establish priorities under deadlines.
 - Computer proficiency in MS Office, MS Project and Procore.
 - Driver's license valid in New York State.
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WORK ENVIRONMENT AND PHYSICAL DEMANDS

- Work is performed both in a standard office environment and in the field including in active construction sites.
 - 8AM typical workday start, available for earlier starts when required due to construction activities.
 - Ability to operate office equipment such as computers, printers and related software.
 - Ability and willingness to drive cars and carts.
 - No heavy lifting required.
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COMPENSATION

Competitive salary dependent upon the applicant's experience and qualifications; \$125,000-\$135,000. Excellent benefits package including: paid holidays, vacation time, sick and personal time, transportation allowance, medical, dental, vision, life, LTD and paid family leave insurance, and participation in New York State pension system.

APPLICATION PROCESS

Interested applicants should submit a cover letter to the Vice President of Human Resources demonstrating interest in the position and a resume to resumes@hrpt.ny.gov. Indicate job code: SCM2025 in the subject line of the email. No phone calls please.

EQUAL EMPLOYMENT OPPORTUNITY

Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Governor's Office of Employee Relations at (518) 474-6988 or via email at info@goer.ny.gov

More information on Hudson River Park is available at www.hudsonriverpark.org.