



CITY OF NEW YORK PARKS & RECREATION
SEASONAL JOB VACANCY NOTICE

Office Title: Ecological Designer
Civil Service Title: Assistant Landscape Architect
Work Location: Baby Queensbridge Park

Duration: 1 year approx. start date, November 1, 2025*
Salary: \$41.75 per hour/35 hours a week
Number of positions: 1

The Division of Environment and Planning aims to protect, restore, and expand New York City's green spaces and natural areas to maximize their benefits for environmental and community health and resilience. The Natural Resources Group within Environment and Planning manages over 10,000 acres of natural areas across the five boroughs, including forests, grasslands, and wetlands, and has secured tens of millions of dollars of grants from state, federal and private sources over the past decades to fund the restoration and management across these ecosystems.

Employees who work for 6 months or longer are eligible for healthcare benefits. *Possibility of extension of position.
Perks - Earn vacation and sick leave every month and receive free membership to our recreation centers.

MAJOR RESPONSIBILITIES

- Under supervision, perform landscape architectural work of moderate difficulty and responsibility for the Natural Resources Capital Design & Construction Team.
- Work with staff scientists to determine design solutions which maximize ecological function and/or reduce ecological impacts.
- Conduct site investigations to evaluate drainage area, flow, soil permeability, groundwater, and other site conditions to determine feasibility of wetland restoration, stormwater green infrastructure, and other natural resource designs.
- Identify and analyze built precedents to inform project designs.
- Use Adobe Suite and other software, prepare suitable graphics and presentations to communicate design intent.
- Use AutoCAD and other software, prepare and/or manage the preparation of contract drawings.
- Develop specifications, cost estimates and estimates of quantities for the proposed work.
- Obtain all internal and external approvals for proposed designs.
- Review sites and designs with other members of team as well as construction and maintenance personnel.
- Monitor construction operations for compliance with contract specifications and documents; review and resolve design conflicts during construction. Assess and monitor progress of construction by reviewing and approving requests for Information, submittals, and shop drawings. Conduct site inspections for quality assurance.
- Assist landscape architects and project managers with the above tasks.

Qualification Requirements

1. A Bachelor's or Master's degree in landscape architecture from an accredited college or university, accredited by regional, national, professional, or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council of Higher Education Accreditation (CHEA) and one year of full-time satisfactory experience in landscape architectural work; or
2. A valid New York Registration as a Landscape Architect.

Note: Landscape Architects with out-of-state registration are welcome to apply provided that reciprocal New York State registration is obtained prior to hire.

This position is exempt from NYC residency requirements.

Preferred Skills/Qualifications

1. Proven design ability in landscape architectural work.
2. Experience with interdisciplinary coordination during design (Ecology, Hydrology, Environmental Engineering, Planning)
3. Knowledge of any/all the following specialized disciplines: green infrastructure, sustainable design, urban forestry, horticulture, urban design, environmental science and engineering, stormwater permitting and compliance.
4. Computer literacy, including knowledge of MS Suite, Adobe Suite, CAD, GIS.
5. A commitment to teamwork and an integrated approach to project delivery.
6. Driver license valid in New York State.

Fees: Hired candidates may be subject to a processing fee of \$88.00. Hired candidates who are not currently employed by the City will be subject to a \$101.25 background check fee.

HOW TO APPLY: Email resume and cover letter to Tely Renata: Tely.Renata@parks.nyc.gov

City Employees: Include your ERN on your cover letter and resume and all applicants indicate which position you are applying for.

POST DATE: 10/03/2025

POST UNTIL: FILLED

References will be required upon request. We appreciate the interest of all applicants. Only candidates selected for an interview will be contacted. If you have any questions regarding this posting or require a reasonable accommodation during the application process, please email Tely Renata (Tely.Renata@parks.nyc.gov).

nyc.gov/parks

MOVEMENT IN THE FACE OF CIVIL SERVICE LISTS IS PROHIBITED UNDER CIVIL SERVICE LAW.

THE CITY OF NEW YORK IS AN INCLUSIVE EQUAL OPPORTUNITY EMPLOYER COMMITTED TO RECRUITING AND RETAINING A DIVERSE WORKFORCE AND PROVIDING A WORK ENVIRONMENT THAT IS FREE FROM DISCRIMINATION AND HARASSMENT BASED UPON ANY LEGALLY PROTECTED STATUS OR PROTECTED CHARACTERISTIC, INCLUDING BUT NOT LIMITED TO AN INDIVIDUAL'S SEX, RACE, COLOR, ETHNICITY, NATIONAL ORIGIN, AGE, RELIGION, DISABILITY, SEXUAL ORIENTATION, VETERAN STATUS, GENDER IDENTITY, OR PREGNANCY.

TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115.

For information about applying for Civil Service Exams go to: [Civil Service Exams - Department of Citywide Administrative Services \(nyc.gov\)](http://Civil Service Exams - Department of Citywide Administrative Services (nyc.gov))