



**NORTH
BROOKLYN
PARKS
ALLIANCE**

POSITION OPENING: DIRECTOR OF PROGRAMS & OUTREACH

North Brooklyn Parks Alliance, a nonprofit parks conservancy that serves Greenpoint & Williamsburg, is currently seeking an experienced, independent, and energetic Director of Programs & Outreach to join a small, dedicated staff to design and execute a creative portfolio of programs and partners. Founded in 2003 as the Open Space Alliance, the North Brooklyn Parks Alliance (NBK Parks) raises private funds in partnership with NYC Parks to maintain existing parks, create new parks, and bring a dynamic season of creative programming that activates our parks and open spaces and improves the lives of over 200,000 North Brooklynites. Visit nbkparcs.org to learn more about our work.

The Director of Programs & Outreach is a full-time position responsible for cultivating and engaging the North Brooklyn community through envisioning, producing, and evaluating unique and memorable public events, environmental programs, and cultural activities in our parks. NBK Parks programs seek to bring together diverse groups of neighborhood residents that encourage stewardship, appreciation, and enthusiasm for our parks and open spaces. This position is a key member of NBK Parks leadership, reporting to the Executive Director, and is responsible for managing a broad range of program partners, executing event logistics, and overseeing seasonal event staff.

In particular, the position is timed to support a period of transition and growth for the organization as it launches several initiatives under a new Executive Director and Board Chair. In conjunction with the opening of the Under the K Bridge Park, the Director of Programs & Outreach will play a leadership role in executing the inaugural season of the Under the K Bridge Park.

The Program Director's responsibilities include but are not limited to:

- Develop and execute an annual calendar of high quality events, activities, and initiatives from idea through evaluation, from small (e.g., volunteer planting opportunities) to large-scale (e.g., summer film festival) events. Creatively envision ideas that achieve multiple goals, such as raising NBK Parks' visibility, supporting Friends-of-Parks groups, and activating parks in underserved area.

- Articulate program values in line with NBK Parks' mission, and work toward shared goals over time bringing together many different partners and collaborators.

- Work with Executive Director to develop an inaugural programmatic season for Under the K Bridge, spanning free public programming and revenue-generating activities.

- Evaluate and improve upon current programs, including tracking attendance and lessons learned. Keep up to date with park-based programming and education around NYC and seek to introduce NBK Parks as a leader for community-based park and cultural projects.

- Build support for NBK Parks throughout Greenpoint & Williamsburg, with a keen eye toward understanding the various dynamics at play, while developing personal relationships with local stewards, civic organizations, and program partners.

- Manage program budget, from drafting an annual program budget to monitoring expenses throughout the year to track against the projected budget.

- Work closely with the Executive Director and Development & Communications Manager on raising visibility of NBK Parks programs, promoting the organization's ability to raise funds, and ensuring all program materials and messaging aligns with institutional branding and mission.

POSITION OPENING: DIRECTOR OF PROGRAMS & OUTREACH (CONT'D)

COMPENSATION:

This is a full time position with a salary of \$65,000, plus an attractive benefits package that includes full health coverage and two weeks of paid vacation.

WORK HOURS & SCHEDULE:

NBPA is located in Bushwick Inlet Park in Williamsburg, Brooklyn.

Office hours are Monday – Friday, 9:30am – 5:30pm.

TO APPLY:

North Brooklyn Parks Alliance is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. NBK-Parks is committed to building a culturally diverse community and strongly encourages applications from candidates from underrepresented communities.

Qualified candidates should submit a cover letter, resume, and three references (as one PDF document preferred) with “Director of Programs” in the subject line to info@nbkparcs.org.