MANUKAU PARKS ORGANISATIONAL STRUCTURE

Oct 2008

Administrator

Group Manager
Manukau Parks

Snr. Administrator/Mgrs Asst.
Provision of administrative support to Group Manager and parks teams

Manager Parks Heritage
- Natural and cultural heritage conservation
- Tree and garden horticultural services
- Environmental education and park information services
- Environmental and park volunteer services
- Management of responsive customer service and support systems for park heritage

Park Ranger Hort. West
Primary focus is on amenity tree and garden maintenance, within parks, civic areas and the city's streetscape. There is significant liaison with customers and contractors relating to service requests.

Park Ranger Hort. East

Park Ranger Volunteers
Primary focus is on the coordination and support of volunteers on reserves, from formal Friends groups to environmental and service groups, periodic detention workers, schools, businesses, and the public. The role is supported by park rangers and contractors.

Park Ranger Heritage
Primary focus is on conservation outcomes on reserves, including plant and animal pest control, revegetation, and ecological health monitoring. The role includes conservation of archaeology and heritage, including relationships with mana whenua.

Park Ranger Education
Primary focus is on school and public environmental education and visitor information. Key relationships include other organisations providing environmental education, schools and mana whenua.

Parkeko

Manager Parks Recreation
- Recreation facilitation and use-management
- Public and asset safety and security services
- Management of responsive customer service and support systems for park recreation, community and visitor services

Park Ranger Reserves West

Park Ranger Reserves East
Primary focus is on Premier, Neighbourhood, and Esplanade Reserves and civic areas. These parks vary from large natural areas, farm land, amenity areas, riparian areas or civic spaces, where people are engaged in passive recreation or community activity.

Park Ranger Sports Parks West

Park Ranger Sports Parks East
Primary focus is on Sports Parks containing sports fields and other sport facilities, but which may also contain natural reserve areas. Sports field contractor maintenance management, use management and club liaison are key activities.

Park Ranger Programs
Primary focus is on coordinating and delivering recreation programmes and events and collaborating departments and organisations to park visitors. The role also includes coordinating park concessions supporting park use.

Bookings Officer
Provide customer service for parks bookings, bookings administration, accounts, and park use information and reporting.

Funding Co-ordinator

Manager Parks Maintenance
- Expertise supporting the delivery of relevant, cost-effective, safe and financially sustainable park infrastructure and high quality sustainable natural and cultural resources.
- Advanced asset management planning and support systems
- Park maintenance contract development and management
- Management of responsive customer service and support systems for parks operations

Horticulture Contracts Mgr
planning and development of relevant, cost-effective amenity tree and garden settings, to enhance city liveability, form, and ecological outcomes, including partnering with community groups; and maintenance contract management.

Reserves Contracts Mgr
Planning and development of relevant, cost-effective recreation and amenity settings and infrastructure on reserves and civic areas, including partnering with community groups, and maintenance contract management.

Sports Parks Contracts Mgr
Planning and development of high quality cost-effective, multi-use sport facilities and surfaces; including partnering with sporting and community groups, and maintenance contract management.

Technical Officer
Parks technical support with a specialisation in asset systems, including: asset data capture and data base management, asset management planning, contract development, tendering and management processes, and performance reporting.

Seasonal Staff
Asst. Rangers

Manager Parks Development
- Expertise supporting effective, equitable, and efficient allocation of open space and associated facilities through managing the planning, design and development of the city's reserves and open space network
- Leadership of community consultation and political decision making
- Development of the annual and long-term parks capital programme
- Leadership of effective capital program project and contract management

Project Manager
Provide integrated planning, design, and implementation of a wide range of recreation facilities, environmental and urban landscapes.

Project Manager

Landscape Architect
Provide integrated planning, design, and implementation of a wide range of recreation facilities, environmental and urban landscapes.

Project Manager - Renewals (Int/Jr)
Provide integrated planning, design, and implementation of a wide range of recreation facilities, environmental and urban landscapes.

Project Manager – Consents (Int/Jr)
Provide integrated planning, design, and implementation of a wide range of recreation facilities, environmental and urban landscapes.

Administrator
Financial processing, administrative support, contract administration and assistance with updating of data base of development projects.