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## PUBLIC SPACE ACTIVATION MANAGER

### REPORTS TO:

Senior Director of Planning & Policy

### COMPANY BACKGROUND:

Founded in 1997, the Golden Triangle Business Improvement District (BID) encompasses 43 square downtown blocks and works to enhance the public space from the White House to Dupont Circle and 16th Street, NW to 21st Street, NW. The BID's vision is for a safe, clean, attractive and user friendly downtown that confirms Washington as the premier business and entertainment destination in the region and contributes to the perception that downtown Washington is a world-class destination.

In addition to its focus of maintaining an environment that is clean, safe and welcoming, the BID regularly initiates capital improvements to create attractive and unique urban spaces throughout the Golden Triangle neighborhood. The BID has taken the lead on activating public spaces, developing and implementing permanent public art projects, converting hardscapes to bio-retention areas, improving parks through design, and transforming the Connecticut Avenue streetscape from K Street to Dupont Circle.

The day-to-day management is overseen by a full-time staff headquartered in the center of the BID. The BID is a non-profit 501(c)(6) corporation that elects a Board of Directors to govern its activities and is currently one of ten Washington-based Business Improvement Districts.

### SUMMARY:

The Public Space Activation Manager will develop and implement a broad range of programs and projects for the continued vitality of the Golden Triangle neighborhood working closely with city and federal officials and other Golden Triangle stakeholders. The incumbent must have a passion for transforming the urban environment and strong skills in planning, project management, budgeting and the ability to work with a wide variety of stakeholders and parties. This is a wonderful opportunity to activate the public realm in the central business district through public art, cultural events, public space improvements, and other placemaking and activation tools.

### PRIMARY DUTIES AND RESPONSIBILITIES:

- Manages an overall strategy for placemaking and activating the public realm (such as parks, sidewalks, and open spaces) through permanent and temporary public art, cultural events, public space improvements, pop up retail, and other activation tools.
- Develops activation concepts, identifies partners, develops detailed project plans, manages budgets, and provides contract management. Closely tracks schedule adherence and intervenes when appropriate.
- Establishes and fosters relationships with artists, designers, the commercial real estate community, and other stakeholders.
- Works closely with city and federal agencies involved in approval processes, including DC Department of Transportation, National Park Service, and historic preservation authorities. Includes approval, coordination, and permitting.

- Researches grant and other funding opportunities. Assists with writing grant proposals.
- Works closely with the BID's event manager to implement planning and with sponsorship manager to effectively tailor proposals that meet the needs of both the sponsor and the BID.
- Keeps abreast of trends and opportunities in placemaking and activation.
- Assists Senior Planning Director with other planning projects as appropriate.

**QUALIFICATIONS:**

- Four to six years' experience in Arts Management, Planning, Architecture, Public Administration or related field preferred.
- Proven ability to manage projects, solve problems, apply sound judgment, and prioritize multiple tasks in a fast-paced environment.
- Demonstrated experience in working well with stakeholders and navigating complex approval processes and schedules.
- Strong communication and organizational skills.
- Demonstrated experience with projects that involve urban design elements.
- A passion for public space activation and the BID's mission and programs.
- Experience with public art, culture, and/or international community desired.

**EDUCATION:**

- Bachelor's Degree required.