

# Senior Project Manager – Development Services

Protecting people, property, and our environment through preservation, mitigation, and education.

## About the Position:

The Mile High Flood District (MHFD) is seeking a full-time, exempt Senior Project Manager to support the Development Services Team. This position provides a wide range of professional services related to stormwater quality, master planning, floodplain mapping, design and construction, and stream management initiatives across the District. The Senior Project Manager position plays a key role in collaborating with local government partners, guiding responsible watershed development and advance resilient stream systems.

In this role, the Senior Project Manager serves as a trusted partner to municipalities, developers, and internal teams, leading the planning and delivery of complex development improvement projects from early scoping through implementation and long-term maintenance considerations. The position requires balancing technical, regulatory, and stakeholder needs while providing clear coordination, sound judgment, and practical solutions. Through strong project leadership, relationship-building, and mentorship, the Senior Project Manager supports consistent, high-quality outcomes that advance MHFD's mission to reduce flood risk, improve water quality, and promote long-term watershed resilience across the region.

## Duties and Responsibilities:

- Leads identification, intake and scoping of development improvement projects in collaboration with MHFD staff and partners including municipalities, developers, and industry teams.
- Plans, coordinates, and manages complex development improvement projects through entitlements, permitting, inspections and long-term maintenance planning support.
- Negotiates and develops Development Improvement agreements.
- Administers consultant and construction contracts, including the bidding and award process.
- Coordinates and serves as primary point of contact for multi-disciplinary teams, consolidating comments into clear actions, managing schedules, risks and ensuring timely decision making.
- Reviews private land development referrals for compliance with the MHFD Maintenance Eligibility Program (MEP).
- Helps develop and build upon project management processes, protocols, and best practices for Development Services and Development Improvement Projects.
- Maintains a strong relationship with developers, consultants, contractors, local, state, and federal government officials.
- Mentors staff and models a solutions-oriented, collaborative culture that emphasizes safety, accountability, transparency and respect.
- Support local governments in stormwater discharge permit compliance.
- Authors guidance documents and criteria manual revisions.

- Manages special projects, coordinating with other staff and partners.

### Minimum Qualifications:

- Bachelor's Degree in Civil Engineering, Urban Planning, Construction Management, Landscape Architecture, Public Administration, Environmental Sciences, or related field.
- A minimum of nine (9) years of progressively responsible experience, including at least three (3) years in a lead or responsible-charge role within stormwater management and/or floodplain management. A Master's Degree may substitute for one (1) year of required experience.
- Eight (8) or more years of experience performing responsible technical work with civil engineering consulting firm, construction firm, and/or public agency.
- Demonstrated experience managing complex programs or projects related to development services, capital improvement projects, or closely related fields.
- Professional certifications such as PMP, Colorado PE, AICP or similar credentials are desired but not mandatory.

### Physical Requirements:

- Ability to work in a standard office environment, including extended periods of sitting, standing and computer use.
- Ability to attend meetings at partner agencies, project sites, and community locations, which may require driving and walking between facilities.
- Ability to conduct occasional field visits to development or infrastructure project sites, which may involve walking on uneven terrain, climbing stairs, or standing for extended periods.
- Ability to work occasional evenings or weekends for public meetings, partner coordination, or project needs.

### Key Competencies:

- **Land Development Process** - Working knowledge of the land development lifecycle, including entitlement, permitting, inspection, and long-term implementation considerations.
- **Technical Foundations in Water Resources & Floodplain Management** - Working knowledge of hydrology, hydraulics, drainage, and floodplain management principles to inform sound decisions and recommendations.
- **Execution & Delivery** - Translates goals into coordinated action and sustains momentum across competing priorities.
- **Adaptive Problem Solving** - Approaches challenges analytically and creatively; adjusts strategies in response to changing conditions or new information.
- **Engineering & Project Delivery Foundations** – Applies practical knowledge of engineering planning, design, construction, floodplain mapping, and project supervision to support effective project outcomes.
- **Project Management & Coordination** – Plans, organizes, and manages complex, goal-driven projects to deliver results on time, within scope, and aligned with organizational priorities.
- **Collaboration & Stakeholder Engagement** – Works effectively and cooperatively with internal staff, public agencies, consulting partners, and the public to advance shared objectives.
- **Continuous Learning & Professional Growth** – Demonstrates commitment to maintaining and strengthening technical expertise, interpersonal skills, and overall professional effectiveness.

- **Communication & Interpersonal Effectiveness** - Clearly conveys complex ideas through strong oral, written, and interpersonal communication; adapts messaging to the audience to promote understanding, trust, and alignment.

### **Availability and Salary:**

- Starting salary range: \$105,000 - \$135,000 (Compensation will commensurate with experience)
- Application Period: Posted March 16, 2026 and open until April 02, 2026

### **To Apply:**

Send submittal to Amelia Deleon, Human Resources Director, [adeleon@mhfd.org](mailto:adeleon@mhfd.org)

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**MHFD is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.**

## MHFD - Applicant Questions Attachment

### Position: Senior Project Manager

Candidates,

As part of your application, we'd like to get to know you beyond your resume. Please take a moment to respond to the following questions either in your cover letter or as an attachment. Your answers will help us better understand your motivations, values, and how you approach your work. We're not looking for perfection—just authenticity, thoughtfulness, and a glimpse into what makes you a great fit for this role and the MHFD team.

Please select and respond to **three** of the questions below (max **300–500 words each**). When possible, use specific examples and include your role, stakeholders involved, and outcomes.

1. Describe a time you led early intake and scoping for a complex infrastructure or development-related project. How did you define the problem, confirm constraints (technical/regulatory/partner priorities), and set the project up for a smooth path to implementation? What changed between initial concept and final scope—and why?
2. This role is often the “hub” for engineers, planners, local governments, developers, consultants, and contractors. Describe a situation where you had to consolidate competing comments into clear action items and decisions. What tools or routines did you use to manage schedule, risks, and timely decisions?
3. This role helps build project management processes and best practices. Tell us about a process, protocol, or template you created/improved that made project delivery more consistent or reduced risk. What problem were you solving, and what measurable outcomes did you see?
4. MHFD works closely with local governments and metro district Planning Boards. Describe a time when you successfully navigated intergovernmental or cross-agency collaboration. What challenges did you face, and how did you resolve them?
5. This role involves shaping strategic direction and leading initiatives that promote economic growth. Share an example of a strategic initiative you led that had measurable impact on community development or infrastructure resilience.