

# Manager, Parks Capital City of Brampton



# BRAMPTON

## Position Profile and Candidate Brief

July/August 2026

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## City of Brampton Overview

At the City of Brampton, our focus is our people. From our employees to the community we serve, people are at the centre of everything we do. Our city is a living Mosaic made up of 250 cultures and 115 languages. Recognized by Forbes as one of Canada's top employers and Maclean's best communities in Canada, the City of Brampton is a dynamic and innovative place to work and experience. We want you to join us in serving our diverse community with pride and passion. From a settlement in the early 1800s, to an officially designated city in 1974, Brampton has grown into a dynamic and vibrant city with a proud past and bright future.

The City of Brampton is Canada's 9th largest city, moving from a small population of 500 in 1853, to 656,480 in 2021. It is the fastest growing of Canada's largest 25 cities, and Brampton's growth represents 90.2% of the net population growth within the Region of Peel (between 2016 and 2021).

The City is located northwest of Toronto, within close proximity to Toronto Pearson International Airport. It is home to more than 75,000 businesses; the City's major business clusters include manufacturing, retail and wholesale trade.

The City boasts many [festivals, arts events](#) and access to [nature trails](#), [parks](#) and unique geological locations like the [Cheltenham Badlands](#). The City also offers access to family friendly sports programs, free fitness programs, fully equipped community centres and indoor/outdoor facilities. More information can be found [here](#).

S&P Global affirmed the City of Brampton's Triple 'A' rating for 2021, the highest credit rating a municipality can receive, with a stable outlook. The City of Brampton is energized by its diverse communities, attracts investment, and is embarking on a journey to lead technological and environmental innovation. The City partners for progress to build a healthy city that is safe, sustainable and successful.



## Why The City of Brampton

### Join an Award-Winning Employer

The City of Brampton was recognized by *Forbes as one of Canada's Best Employers*, reflecting its commitment to employee engagement, workplace culture, growth, and inclusion.

### Build a Career, Not Just a Job

We are committed to helping employees grow through Leadership development programs, Mentorship opportunities, Education assistance, Career pathways and internal advancement opportunities and ongoing training and development programs

### Comprehensive Total Rewards

The City offers a competitive total rewards package that supports employees throughout every stage of life, including comprehensive health, dental, and vision coverage, employer-paid benefits, OMERS defined-benefit pension plan, Life insurance and disability coverage, Employee and family assistance supports and wellness programs and employee perks

### A Flexible and Supportive Workplace

We recognize the importance of work-life balance and employee well-being through flexible work arrangements, wellness initiatives and peer support programs

### A Culture Driven by Purpose and Values

At the centre of our culture is a simple belief: **our purpose is people**. We are guided by values of Courage, Trust, Compassion, Integrity and Equity. These values shape how we work together, serve our community, and lead with accountability and respect.

### Belong in a Diverse and Inclusive Workplace

As one of Canada's most diverse cities, Brampton is committed to creating a workplace where employees can bring their authentic selves to work. Employee Resource Groups, equity initiatives, and inclusion-focused programs help foster belonging, representation, and opportunity for all.

### Be Part of Team Brampton

Join more than 6,000 employees working together to deliver exceptional public service. We collaborate across departments, support one another's success, and take pride in serving a community that is dynamic, innovative, and growing. At the City of Brampton, you won't just witness growth, you'll help create it.

If you're looking for meaningful work, professional growth, and the opportunity to make a difference, this is your chance to be part of what shapes our City.

The City of Brampton website: <https://www.brampton.ca/en/pages/welcome.aspx>

Twitter: <https://twitter.com/CityBrampton>

Facebook: <https://www.facebook.com/CityBrampton>





## **Job Description**

### **Position Summary:**

Reporting to the Director, Parks Maintenance and Forestry, this role is responsible for managing and coordinating all activities related to the delivery of City initiated Capital Parks and Recreation Projects, Asset Repair and Replacement and Parkland Construction; oversees the preparation and administration of the annual Capital Design and Construction Capital and Operating Budget; responsible to ensure that Capital Projects are aligned with the City's Strategic Plan and Business Plans. Assists in providing analysis, responses and recommendations on policy and strategic issues. Provides human resources functions for non-union and two bargaining units, staff performance and training and quality assurance activities supporting the departmental mission, vision and service plan; ensures inspection, maintenance and replacement programs meet service levels within budgetary limits.

### **Key Responsibilities:**

#### **I. Operation Strategy**

- Supervises staff, including recruitment, selection, hiring, assigning work, determining training and development needs, coaching and mentoring, determining/recommending disciplinary action in accordance with the collective agreements, municipal policies and practices.
- Accountable for the planning, co-ordination, scheduling and supervision of personnel, equipment, materials and methods of the construction work group and the inspections work group ensuring the most efficient use of manpower, equipment and materials.
- Provides oversight of various construction and asset repair projects as well as inspections of completed work for quantity, quality and safe/efficient operation of tools and equipment.
- Manages a team of inter-departmental staff to ensure compliance and quality assurance for all capital contracts. Coordinates the work of technical staff and retains and oversees consultants for specialized services.
- Supports Asset Management in order to maintain current records for the purpose of PSAB reporting, condition reports to monitor lifecycle replacement programs.
- Interfaces with regulatory agencies and communicates compliance requirements to internal stakeholders.
- Liaises with internal and external stakeholders including government and non-governmental agencies, the public, and contractors.
- Participates on committees and task forces as directed.
- Ensure regulatory compliance with all applicable Acts.
- Develops short and long term plans and ensures that services are provided in accordance with City and Provincial guidelines and in a manner consistent with the City of Brampton's mission, vision, service plan goals and objectives.
- Manage and develop procedures and processes to meet departmental goals and objectives.
- Work with management in strategic planning to plan for short and long-term business plans, through research, analysis and monitoring of relevant factors such as technological and organizational resources.

### 2. Staff Management

- Manages, coaches and provides guidance to Non–union, Protech Unit and Inside and Outside Workers to promote effective employee relations and encourage increased morale, innovation and productivity toward the successful accomplishment of the Strategic Plan goals and objectives.
- Interviews, recruits and hires staff to meet service plan goals and objectives.
- Conducts performance management formal process and annual review to monitor and establish recruitment and selection criteria, training and development opportunities through regular meetings to discuss individual performance.

### 3. Customer Service

- Liaises and interacts with government agencies, public and private sector organizations, departments and stakeholders to exchange information and acquire knowledge.
- Promotes a service oriented culture and focus within the section through teamwork and open exchange of ideas and information between units within Parks Maintenance and Forestry, with customers and other parties.
- Provides guidance, advice, counselling as required to resolve escalated customer concerns through effective investigation, mediation and conflict resolution.

### 4. Relationship Management

- Builds and fosters strong working relationships and collaborative arrangements with internal and external customers, stakeholders and government agencies to promote, develop and integrate the Strategic Plan goals and objectives that drive business solutions.

### 5. Communication and Reporting

- Communicates effectively and establishes links with stakeholders to identify needs and evaluate alternative business solutions to meet the Strategic Plan goals and objectives.
- Prepares documents, correspondence and reports for presentation to management.

### 6. Corporate Contribution

- Oversees administration and tracking of park design and construction contracts, RFP's, tenders, contract inspections, asset management and financial management records. Anticipates, assesses and evaluates internal and external factors and trends that affect the organization such as technological and organizational practices and recommend strategies to implement measures and mitigate risk.
- Contributes to the continuous improvement and planning of construction projects, procurement efficiencies and contract administration.
- Manages and monitors daily operations and activities of by closely interacting with staff to ensure service levels are being met.

- Provides recommendations on specifications, policies, requirements and other areas to ensure safety, service quality, cost effective and timely delivery of services and appropriate legislative compliance.
- Maintains knowledge of collective agreements, City policies and practices, legislation, regulations and Standard Operating Procedures (SOPs).

### 7. Budget Management

- Manages the Section's preparation of the annual Operating and Capital Budgets forecasts and reviews and monitors expenditures for the Section.
- Prepares the Section's component of the Department's annual Business Plan as it relates to the Department's Strategic Plan initiatives.
- Provides input on capital planning forecasts, asset replacement programs, and long-term infrastructure investment needs.
- Monitors capital expenditures against the service levels.
- Manages the maintenance of the open space and landscaping construction cost data-base.
- Negotiate with internal and external stakeholders and vendors while maintaining optimum cost-benefit relationships.
- Manages and is accountable for annual average operating budget of \$1-2 M and multi-year capital budgets over \$15-20M.
- Uses effective resource and expense management at all times to meet corporate policies and guidelines.

### 8. Teamwork, Collaboration and Cooperation

- Leads and manages projects and program initiatives.
- Ability to foster engagement and contribute to the building of consensus to achieve Strategic Plan goals and objectives.
- Ability to work collaboratively within a team environment to achieve goals and objectives while respecting diverse cultural backgrounds and perspectives.
- Demonstrates corporate values at all times.



## **The Ideal Candidate**

### **Education:**

- Diploma or Degree in Landscape Architecture, Landscape Construction, Civil Engineering or equivalent.

### **Experience:**

- Minimum 10 years of relevant progressive, practical experience in the design, development and construction of municipal parks and open spaces including human resource management environment.
- 5-7 years of progressive experience in parks maintenance, preferably in both public and unionized environments.
- 5-7 years management experience.
- Ability to lead, coach, motivate and manage staff.
- Experience in contract management, construction law, project delivery and commissioning.

### **Special Requirements:**

- Landscape Architect registered with the Ontario Association of Landscape Architects (OALA) would be an asset.
- Demonstrated knowledge of project management and contract administration relevant to park design and land development.
- Possess facilitation skills and decision making tools to help teams develop solutions to difficult issues and achieve long term sustainable agreements.
- Knowledge of Province of Ontario statutes, regulations and guidelines including those under the Construction Lien Act, Municipal Act and the Ontarians With Disabilities Act
- Thorough knowledge of Municipal, Regional, Provincial and Federal Governments and applicable Legislations is an asset.
- Experience with managing labour and employee relations.
- Exceptional Customer Service and People Management skills; interface with internal and external key stakeholders, government agencies, vendors and consultants.
- Solid Negotiation skills to negotiate with key stakeholders, vendors and consultants to ensure optimal resources are in place to meet project and operational deliverables.
- Strong Organizational skills; Detail oriented, well organized and able to prioritize complex tasks with critical deadlines.
- Analytical skills for complex problem solving.
- Computer proficiency in Microsoft office/software, computer aided design and rendering software, and City supported software such as Agenda.Net, INFOR, PeopleSoft and PlanTRAK.

## The Timeline

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I trust this Position Profile has enabled you to decide whether the position of Manager, Parks Capital at the City of Brampton interests you. If you wish to be considered for the position, please forward a cover letter and your resume in PDF format by email to **Kartik Kumar** at [careers@lesp.ca](mailto:careers@lesp.ca) by **August 31<sup>st</sup> 2026 @ 11:59 pm**.

Please be assured that any information shared with Legacy Partners will be treated with the strictest confidence and shared only with the client for the purposes of this search.

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Thank you once again for your interest.

*Legacy Partners and the City of Brampton are committed to equity, diversity and inclusion and recognizes that a diverse staff is essential to organizational excellence. We welcome applications from all qualified individuals and encourage women, members of racialized communities, Indigenous persons, persons with disabilities, and persons of any sexual orientation or gender identity to confidentially self-identify at the time of application. In accordance with the provincial legislation, accommodation will be provided by Legacy Partners and the organization throughout the recruitment, selection and/or assessment process, upon request, to applicants with disabilities.*



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