



Emerald Trail Project Manager

Groundwork Jacksonville (GWJax) is seeking a Trail Project Manager who will oversee design and construction of the Emerald Trail. The Emerald Trail will be a 30-mile bicycle/pedestrian trail and linear park system when completed. It includes the construction of more than 20 miles of trail and the restoration of McCoys Creek and Hogans Creek. GWJax is partnering with the City of Jacksonville (COJ) and the Jacksonville Transportation Authority (JTA) to build the Emerald Trail, in collaboration with 14 historic urban neighborhoods.

Use links below to view the Emerald Trail Master Plan and the Design Guidelines documents:

[master plan](#)
[design guidelines](#)

The Trail Project Manager plays a pivotal role in designing, managing, and delivering successful trail projects, from initial concept to construction completion. The Trail Project Manager is responsible for managing and overseeing the production of design and permitting of trail segments, including scope of work, schedule and budget. The Trail Project Manager reports to GWJax's CEO, works in collaboration with COJ and JTA staff, and coordinates with project stakeholders such as private landowners, rail roads, and other public agencies.

Responsibilities

- Oversee all aspects of trail projects, including planning, design, bidding, construction, and close-out
- Manage the consultants performing landscape design and engineering
- Manage project schedules, budgets, and scope to ensure projects are completed on time and within budget
- In conjunction with COJ and JTA, develop project scopes and negotiate fees.
- Produce monthly project reports
- Act as a technical lead, reviewing designs and deliverables for quality control and adherence to engineering principles and standards
- Ensure compliance with applicable federal, state, and local regulations and permitting requirements
- Develop and implement best practices and processes to enhance project delivery efficiency and effectiveness
- Provide mentorship and technical guidance to junior staff
- Liaise and communicate effectively with stakeholders, including government agencies, contractors, consultants, landowners, rail roads, and the public
- Represent the project at meetings and presentations, making recommendations and addressing concerns.



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Qualifications

- Bachelor's degree in Civil Engineering or a related field
- Extensive experience in civil engineering design and project management, with a focus on transportation or infrastructure projects. Trail design experience is a plus
- Strong communication skills, both written and verbal, with the ability to effectively communicate with diverse audiences
- Excellent organizational, problem-solving, and critical thinking skills.
- Professional Engineer (PE) license preferred
- Experience working with municipal, state and/or federal government preferred

Compensation: Salary is based on experience and qualifications. The position may be staff or contractor.

Start Date: No later than September 2025.

To apply: Please submit a letter of interest and resume by email to kay@groundworkjacksonville.org with the subject header Trail Project Manager.

Groundwork Jacksonville is an Equal Employment Opportunity employer. We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation/identification or any legally protected status.

About Groundwork Jacksonville

Groundwork Jacksonville is the primary nonprofit organization working to restore and connect the streams and parks of Jacksonville's Emerald Trail to help revitalize the historic neighborhoods of our city's urban core. Our mission is to create sustainable environmental change in urban neighborhoods through community-based partnerships. Focus areas include creek restoration, trail building, park development, green infrastructure implementation, public art, and environmental stewardship. Groundwork partners with neighborhood residents, private and nonprofit partners, local businesses and government officials to identify environmental improvements that will advance equitable, healthy, vibrant communities and empower the next generation of community leaders.