

CITY OF NEW ORLEANS  
CIVIL SERVICE FORM

Emailed to Sam 7/2/15

EXTRAORDINARY OR SUPERIOR QUALIFICATIONS, EXPERIENCE, CREDENTIALS

Please complete this form and attach the posted job announcement and verifiable documentation of extraordinary qualifications, experience, and/or credentials. If it is a provisional employee, please submit a prior announcement. Make sure you have vetted the candidate pool to determine how many candidates possessed extraordinary qualifications. Please keep a copy for your records and send a copy of the form to the Civil Service department for the employee's official personnel file. Do not enter this increase in ADP until you have filled out this form.

Appointing Authority Name: Ann E. Macdonald  
 Appointing Authority Department: Dept of Parks And Parkways  
 Appointing Authority Phone Number: 658-3205  
 Appointing Authority E-mail: aemacdonald@nola.gov

EMPLOYEE INFORMATION

Name of Employee with Extraordinary Qualifications: Hailey Bowen  
 Current Class (if current employee): \_\_\_\_\_ Proposed Class: \_\_\_\_\_

Is this a promotion or a new hire? What is the new job class?  
In Same Classification AS new hire (C1630) Landscape Architect (Current)

JOB POSTING & APPOINTMENT Hire date: 3/2/2009

Duration of job posting: \_\_\_\_\_ How position was advertised: \_\_\_\_\_  
 Date of appointment: Hire date 3/2/2009 Type of appointment (provisional, etc.): Permanent  
 Detailed position description: Landscape Architect

QUALIFICATIONS

- How many applicants were on the eligible list? How many of them possessed this extraordinary qualification (described below)?
- Minimum qualification(s) exceeded and description of credential(s) (experience, education, certifications, etc.) that exceed(s) the minimum qualification(s):

Minimum Qualification (from job announcement)	Employee's Qualification that exceeds the minimum	Details (university, location, relevance, etc.)
1) BA or Master's in LA	20 yrs of relative Landscape Architecture experience.	
2) LHC License	Proficient in AutoCAD and Sketchup	
3)		

- Description of how similar qualifications are not readily available in the labor market at minimum entrance rate:
- How are the duties of the position relevant to the advanced qualification?  
See attached
- How will hiring this person at the rate specified below be a financial advantage to the City? Please provide an objective financial analysis.  
See attached
- List other departmental employees in this classification. Do they also possess the exceeded qualification and is it job related? Please attach copies of this form for people with the same or equivalent extraordinary qualifications.

Currently at 79/2 to 79/17

Rate granted (in steps; % must be in increments of 1.25): \_\_\_\_\_  
 Appointing Authority Signature: [Signature]

Revised 7/7/15 (changed step)

Hailey Bowen is a seasoned mid-career professional with 20 years of experience in the field. She is highly regarded by the professional community and has served in the elected position of Orleans Parish Regional Representative of the American Society of Landscape Architects (ASLA) and as Project Leader for the Young Leadership Council (YLC). She brings to the table extensive experience in areas of fundamental importance to the mission of Parks and Parkways. Prior to joining the City of New Orleans six years ago, her experience included employment with a prominent New Orleans architectural/engineering firm and the City of Kenner Planning Commission. Her positions have included Chief Landscape Architect, Project Manager and Supervisor.

Mrs. Bowen is very proficient in AutoCAD, Photoshop, Adobe Acrobat 9, Lama and MS Office.

Mrs. Bowen has extensive experience and knowledge of the profession as it relates to the mission of Parks and Parkways. Her accomplishments during her six years with the City of New Orleans Department of Parks and Parkways include design and project management for the \$2 million CDBG Citywide Greenspace Restoration Project. This includes the new landscape/sculpture exhibition along Poydras Corridor from the Superdome to S. Peters Street, the citywide neutral ground tree planting initiative and the upcoming Esplanade Avenue Restoration project. She has managed projects for Parkways with the Capital Projects Administration on many projects, including the current \$200,000 Citywide Parks project. She currently serves as a project manager on behalf of Parkways for the Department of Public Works streetscapes, including the N. Broad Streetscape and S. Galvez Streetscape. She developed the landscape plans for the current N. Broad Streetscape. She is a member of the City Planning Commission Design Advisory Committee and the Regional Planning Commission Broad Street Advisory Committee. She advises the Army Corps of Engineers on the SELA projects. She has won and administered several grants on behalf of the city and has worked with many community groups on projects such as the KABOOM build in Palmer Park. She helped initiate the recycled mulch program, in which Parkways partners with non-profit organizations to help manage the urban forest. She currently supervises two employees and works closely with many departments, non-profit organizations, community groups and agencies to shape the City.

Her accomplishments as Chief Landscape Architect with the City of Kenner included grant management, employee supervision, review of plans, project management. Specific accomplishments included:

- Design, project management and implementation of the A.P. Clay Splash Park
- Drafting and adoption of the new Landscape Ordinance
- Recognition of the City as a Tree City USA
- Won and managed several Urban and Community Forestry grants
- Laketown Master Plan
- Veterans Park Master Plan
- Design and management of tree installations citywide

During her time with Burk Kleinpeter, Inc., her accomplishments included development of master plans, site designs, construction specifications, cost estimates, permit applications and bidding documents for public parks, waterfronts and college campuses.

According to the U.S. Bureau of Labor, the 2012 median salary for a landscape architect is \$64,180 per year. Given Mrs. Bowen's considerable experience and accomplishments, her earning potential is higher than the median salary.