

MANAGER: INFRASTRUCTURE & CAPITAL PROJECTS

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Job Type: Manager

Agency: French Quarter Management District

Location: New Orleans, Louisiana

Date: 27 February 2026

Closing: Until Filled

AGENCY OVERVIEW:

The French Quarter Management District (FQMD) is a state political subdivision created by the Louisiana Legislature as a means for the residential and business communities to work together to protect, preserve, and maintain the world-famous French Quarter as a safe, clean, vibrant, and friendly neighborhood.

The FQMD is governed by a 13-member Board of Commissioners, all of whom live or work in the French Quarter and collectively represent the perspectives, voices, and needs of the French Quarter's visitors, residents, businesses, and employees. The FQMD's statutory purpose is to:

- Improve public safety, foster quality experiences, and enhance quality of life within the District
- Improve commercial and residential vitality
- Strengthen the District as a vital component of Louisiana's tourism industry
- Aid in the preservation of the District's architecture, quaint charm, and tout ensemble
- Beautify the District's appearance

CANDIDATE PROFILE:

FQMD is seeking an experienced infrastructure project professional to lead the District's capital improvement and public works initiatives. This role is responsible for managing projects from initiation through closeout — including contractor oversight, procurement coordination, compliance documentation, budget tracking, and performance reporting. The Manager operates with delegated authority to manage contractors and coordinate directly with municipal agencies to ensure projects are delivered on time, within scope, and in compliance with public funding requirements.

This is a hands-on leadership role suited for a professional comfortable operating independently in a public-sector environment.

What We're Looking For

- A self-directed operator who can manage projects without daily supervision.
- A professional who understands contractor accountability and public compliance.
- Someone who brings structure, organization, and follow-through.
- A steady presence comfortable presenting updates to executive leadership.

JOB DUTIES AND RESPONSIBILITIES:

The French Quarter Management District is a state political subdivision created by the Louisiana Legislature as a means for the residential and business communities to work together to protect, preserve, and maintain the world famous French Quarter as a safe, clean, vibrant and friendly neighborhood for residents, businesses, and visitors.

The Manager of Infrastructure & Capital Projects will report to the Executive Director and serve as the **day-to-day lead for all infrastructure and capital improvement initiatives** undertaken by FQMD. This includes project management from planning through completion, ensuring accountability, transparency, and high-quality outcomes. Key responsibilities include:

Lead Capital Project Delivery

- Oversee infrastructure and capital improvement projects from planning through completion.
- Manage contractors, consultants, and vendors.
- Conduct site inspections and verify quality control standards.
- Review change orders, invoices, and project documentation.
- Track timelines, budgets, and deliverables.

Ensure Compliance & Accountability

- Support procurement processes in accordance with state and municipal regulations.
- Maintain documentation required for audit and funding compliance.
- Coordinate with city agencies, utilities, and regulatory partners.

Provide Executive-Level Reporting

- Prepare concise, accurate updates for the Executive Director and Board committees.
- Maintain organized project tracking systems and performance documentation.
- Identify emerging infrastructure needs and recommend priorities.
- Ensure all work aligns with FQMD's mission, public funding compliance standards, and fiduciary obligations.

QUALIFICATIONS:

- 7+ years of experience in public works, construction management, infrastructure delivery, or capital projects.
- Experience working within public-sector procurement and regulatory frameworks strongly preferred.
- Demonstrated ability to manage multiple projects independently.
- Strong contract oversight and vendor accountability experience.
- Excellent written and verbal communication skills.
- Preferred: Degree in engineering, construction management, planning, or related field. PMP, CCM, or similar credential.
- A criminal background check may be required of all selected applicants.
- Ability to perform essential duties in both office and outdoor environments. Prolonged standing/sitting; regular bending, crouching, reaching, twisting; occasional lifting of up to 30 lbs. and moving/pushing/pulling of up to 50 lbs. Reasonable accommodation will be considered under ADA.

Salary Range: \$85,000- \$90,000 | Full-time | Benefits Eligible

Interested applicants should send a resume and cover letter to coordinator@fqmd.org with the subject line "Manager: Infrastructure."