



RVA PARTICIPATORY BUDGETING

STEERING COMMISSION MEETING - 10/04/2023

WELCOME

AGENDA

1. RECONNECTING
2. UPDATES
 1. RULEBOOK
 2. DESIGN
 3. VA COMMUNITY VOICE
 4. JOBS
 5. GANTT CHART
3. COLLECTIVE GOALS 23/24
 1. COMMISSION
 2. COMMUNITY
 3. PARTNERSHIPS
4. LOGISTICS
 1. MEETINGS
 2. CO-LEADERSHIP

Recording



BUDGET - RULEBOOK

- CITY COUNCIL REVIEW
 - CC CHIEF OF STAFF
 - NYE/ADDISON REVIEW
 - REST OF COUNCIL - NEXT STEP
- CITY STAFF
 - BUDGET OFFICE
 - STRATEGIC COMMUNICATIONS/ENGAGEMENT
 - OTHER CONNECTIONS
- PUBLIC ANNOUNCEMENT - FALL 2023
 - (WAITING FOR POSITIONS)

Richmond People's Budget - Rulebook

June 28, 2023 Draft

Note: This document is space for the organization and development of material for the Richmond Virginia Participatory Budgeting Initiative being completed by the RVAPB Steering Commission that was appointed by Richmond City Council in 2021.

In compliance with State Law and City of Richmond Ordinance on public meetings, it is required that Commission members limit activity on this document to under 3 people at a time.

Realizing goals of transparency, a live, viewable version of the document will be shared on the rvapb.org website.

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DESIGN

1. PRINT - HANBURY
 1. 1 PAGER
 2. RULEBOOK
 3. DONE BY NOV 1
2. WEB SITE - RHUDY AND CO
 1. IN CONVERSATION
 2. COMPLETED BY JAN 1
3. VIDEO - INDEPENDENT SHORTS
 1. CONVERSATIONS - PROCESS FOCUSED
 2. COMPLETED BY JAN 1



WORKSHOPS



VIRGINIA
COMMUNITY
VOICE

\$10,000 INTERNAL PB PROCESS



POSITIONS

POSTED SEPTEMBER 28TH

Senior Manager - Civic Innovation Manager

Salary ⓘ	\$87,618.00 - \$139,958.00 Annually	Location ⓘ	Richmond, VA
Job Type	Full-Time Permanent	Job Number	06M00000004
Department	Council Chief of Staff	Opening Date	09/28/2023
Closing Date	Continuous		

DESCRIPTION

BENEFITS

QUESTIONS

Description

A newly developed, exciting opportunity exists at the City of Richmond as we are seeking highly qualified candidates to fill the position of Senior Manager which will operate in the role of Civic Innovation Manager. The Civic Innovation Manager will serve as a leader in the Office of Council Chief of Staff with a focus on advancing the Council's goal of improving communications and reimagining its community engagement activities especially with respect to participatory budgeting. The City of Richmond is looking for an exceptional leader with at least seven years of experience in public relations or community organizing. This individual should be a highly motivated, community-minded leader.

Under the general direction of the Council Chief of Staff, the Civic Innovation Manager will lead and manage a people-focused process that increases the collective capacity of the community to engage in City-sponsored services, programs, activities, and public policy decisions. In this role, you will have the opportunity to build an entire communications plan for the Richmond City Council that showcases its thought leadership. The incumbent will be creating social media campaigns, revising collateral, developing community outreach campaign and internal employee engagement campaigns telling our story.

In addition, the Civic Innovation Manager will have full responsibility for directing the Richmond City Council's communications and community engagement efforts, which includes but is not limited to:

- Implementing, developing, leading, and championing a comprehensive strategic community engagement plan that builds public awareness of and engagement in Richmond City Council sponsored initiatives, programs, services, and policies
- Working with the Richmond Participatory Budgeting Board to further identify, review and implement emerging community engagement strategies and technologies
- Advising and supporting Richmond City Council offices in their community engagement efforts

GOALS FOR 23/24

- 1) PARTNERSHIPS DEVELOPMENT
- 2) ENGAGEMENT PLANNING
- 3) COMMISSION DEVELOPMENT
- 4) ????????

LOGISTICS

- 1) MEETING - TIME/DAY**
- 2) MEETING - LOCATION - MOVE AROUND**
- 3) MEETING - PLAN - INVITE SPEAKERS/PARTNERS**
- 4) CO-LEADERSHIP**

QUESTIONS/COMMENTS

THANKS

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