



Thurston County is seeking a progressive and innovative leader to serve as its next

Public Works Director

Compensation: \$108,600 - \$144,804 annually

Depending on qualifications

Plus Excellent Benefits



THURSTON COUNTY

WASHINGTON

SINCE 1852

THURSTON COUNTY

Thurston County is located at the southern end of the Puget Sound in the beautiful Pacific Northwest. Majestic Mount Rainier and the rugged Cascades are nearby to the east, while Washington's Pacific coastline is just an hour's drive to the west. Thurston County is 60 miles south of Seattle, Washington, and 100 miles north of Portland, Oregon.

Thurston County is home to Washington's state capital, the city of Olympia, and is in close proximity to neighboring cities, Lacey and Tumwater. The County is now home to about 272,700 residents with approximately half living in the urban tri-city area, while others prefer the smaller towns of Yelm, Tenino, Rainier, Bucoda, and the unincorporated Thurston County area.

In 2009, Forbes Magazine ranked Thurston County as one of the top ten places in the United States to do business. This ranking reflects high performance and growth that is driven by low housing costs, low cost of living, ever increasing job growth, recreational and cultural opportunities, and outstanding schools.

Thurston County boasts a number of freshwater lakes, miles of hiking and biking paths, public prairie lands, and the adjoining 3,700-acre Nisqually National Wildlife Refuge, all of these provide many opportunities for outdoor recreation. Clean air, clean water, a healthy economy, and close proximity to major metropolitan areas make Thurston County one of the most desirable places in the country to live, work and play.

COUNTY GOVERNMENT

Thurston County employs over 1,091 employees, while operating with an annual budget of \$318 million. The County's organizational structure is comprised of a three-member Board of County Commissioners, 18 separately elected officials and their offices, as well as 7 County departments. Department directors are "at-will" positions and serve at the pleasure of the Board of County Commissioners and the County Manager.

PUBLIC WORKS DEPARTMENT

Public Works is an American Public Works Association accredited agency. The Department is responsible for the design, construction, maintenance and improvement of more than 1,000 miles of County roadway, adjacent right of way, management of the County's Waste and Recovery Center (WARC), utilities, traffic signs and signals, and maintenance of the County's park and trails.



THE DIVISIONS OF PUBLIC WORK

Transportation: Designs, operates and maintains traffic control devices on public roadways in unincorporated Thurston County to include traffic signs, signals and lighting, traffic studies, data collection, speed limits, road classification, transportation planning, engineering and project development.

Development Review: Reviews and inspects all land use projects to ensure compliance with Road Standards, Drainage Design and Erosion Control Manual, Utility Ordinance, Uniform Building Code and other County ordinances. Ensures road construction projects within the unincorporated County are constructed in compliance with the approved plans and County ordinances.

Engineering Design & Construction: Designs and oversees the construction projects throughout the county, and help the public through permitting and construction of private projects. Real Estate Services and Survey report to the County Engineer.

Road Operations: Maintains the County's unincorporated roads and right of way. Crews provide sanding, plowing, and anti-icing of County road surfaces during the winter season, and mowing, vegetation management and drainage throughout the year.

Solid Waste & Utilities: Promotes waste prevention and sustainable resource use through education, technical assistance and community building. Responsible for the operation of the Waste and Recovery Center and two remote drop box sites.

Parks and Trails: Serves as the regional steward of parks, open space, trails, and natural resource lands and waterways dedicated to public use for recreation and leisure enjoyment. There are 25 County owned regional park sites, which account for approximately 2,800 acres of property and 47.5 miles of trails.

Lake Management and Noxious Weed Control: Protects the citizens, the natural resources, and the agricultural resources of the County from the degrading impact of invasive, noxious weeds.

THE DIRECTOR POSITION

Thurston County seeks an experienced executive and exceptional leader, manager, administrator, relationship builder, public speaker, writer and educator who is familiar with issues, opportunities and challenges associated with public works issues.

The Director provides the Board of County Commissioners with expert guidance and advice regarding programs; and is proactive in ensuring the mission and goals of the Department are carried out. As a passionate and charismatic leader, the Director advances the Department's mission, builds strong alliances; as well as develops and puts into motion long range plans to further develop and expand the Department's mission and goals.

DIRECTOR RESPONSIBILITIES

- Establishes office policies, procedures, protocols, professional standards, schedules and timelines. Identifies resource needs and ensures their availability.
- Plans, organizes and manages assigned staff and work activities to ensure efficient, ethical, and safe operations. As the Appointing Authority, selects, disciplines and manages staff. Provides guidance, trains and evaluates staff.
- Develops plans and processes to facilitate organizational decision making.
- Prepares and administers a sound budget that complies with auditing standards and principles.

- Coordinates with other County departments' long-range planning, such as growth management related planning.
- Responsible for the operating and capital budgets, ensuring financial and accounting controls, and sets up annual programs and the 6-year program to best utilize grants and future resources.
- Oversees contract management and/or grant administration. Confers with staff regarding contractor negotiations and selection ensuring appropriate protocols are followed. Oversees grant applications submission and compliance. Reviews periodic reports for contract/grant compliance and sees that target goals are met.
- Fosters effective communication with interest groups on committee-related and/or legislative issues, and works to build relationships with other agencies with common interests and concerns.

THE IDEAL CANDIDATE

The successful candidate must be able to understand and work within the vision of the Board of County Commissioners, must value team success and be a superior communicator with strong interpersonal skills, and have a broad knowledge of County government, state and federal policy issues and requirements. The candidate will have the ability to develop long-range plans, identify problem areas, analyze information, and be proactive about developing solutions. They will be an experienced and well respected manager who is able to establish and maintain effective working relationships with individuals and groups involved in developing policies.

They will have an extensive and diverse background in the public works environment and be well connected and respected in community and professional environments. We require someone skilled with progressive management practices with the ability to foster and provide a supportive work environment where staff can work independently while being accountable for their areas of responsibility. The Director's management style must be team-oriented and collaborative. We are seeking an individual who is approachable and willing to roll up his/her sleeves and pitch in. He/she will establish a positive atmosphere of mutual respect and cooperation within the organization, be receptive to new ideas, and encourage innovation.

QUALIFICATIONS

Bachelor’s degree in business or public administration, civil engineering, or a closely related field. An advanced degree is preferred.

Six years of administrative and/or managerial work at a senior management level, with a broad background and knowledge in public works infrastructure such as transportation, solid waste management, and parks. At least three years of significant supervisory responsibilities.

Ability to use a personal computer and related software packages to successfully perform the essential duties of the position.

Current Washington State Driver’s License or have requested and obtained an appropriate accommodation.

Knowledge of: Principles, practices, theories and techniques of public administration, program management, supervision, financial management; applicable laws, rules, and regulations as applied to department operations; and team building and customer service concepts and techniques.

Skilled in: Determining priorities; making critical decisions; working with various interest groups; defining, evaluating, recommending and implementing alternative solutions to complex problems; developing initiatives, managing projects, and contributing to long range strategies; developing, writing, and administering policies, procedures, contracts and proposals; managing multiple divisions and supervising an integrated team of professionals to meet the county mission and department goals; researching and interpreting laws, policies and regulations; providing public testimony, giving presentations, and facilitating meetings; developing budgets and tracking revenues and expenditures; administering grants; establishing and maintaining effective interpersonal relationships; being an effective communicator, both orally and in writing, a good listener, and be able to work well with Elected Officials, management, staff, stakeholders, and the general public.



COMPENSATION

Thurston County offers an annualized base salary of \$108,600 to \$144,804 (depending upon qualifications). The County provides a comprehensive benefit package that includes medical, dental, vision and basic life insurance. Other benefits include Washington State PERS retirement, paid holidays, paid time off, and an employee assistance program. Additional benefits include: voluntary term life insurance, accidental death and dismemberment insurance, flexible spending account, and deferred compensation.

TO APPLY

If you are interested in applying for this position, please visit: www.co.thurston.wa.us

Applications must be submitted through the County’s on-line job application system and include an application, resume, salary history, and cover letter.

The first screening of applications will begin June 19, 2017, and will continue until the position is filled. Should you have questions about this position or recruitment, please contact:

Devi Watson
Thurston County Human Resources
(360) 786-5498
watsond@co.thurston.wa.us

Equal Opportunity Employer

Thurston County is committed to affirmative recruitment and diversity in employment opportunity. It is the policy of Thurston County to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, color, religion, national origin, age, sex, marital status, veteran status, sexual orientation or disability. Applicants with disabilities who need accommodation with the application or selection process should contact Thurston County’s Human Resources, at (360) 786-5498. Those who are deaf, deaf-blind, hard of hearing or speech impaired may use the statewide relay system to reach Thurston County offices and departments to conduct their business telephonically. Relay users can simply dial 7-1-1 (or 1-800-833-6388) to connect with Washington Relay.