

WASHINGTON

Announcement for
Public Services Department
Senior Director
(Application Deadline: May 6, 2018)



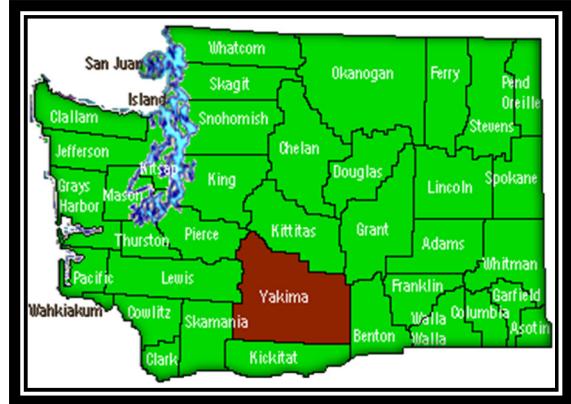
Director

The Board of Yakima County Commissioners seeks a Senior Director for the County's Public Services Department. The Senior Director will provide oversight of over 200 administrative, professional and skilled labor employees working in multiple divisions including:

- Transportation
- Solid Waste
- Utilities
- Building & Fire and Life Safety
- Planning
- Facilities
- Geographical Information Services
- Equipment Management
- Flood Control/Storm Water

Locale

Yakima County is located in south central Washington near the eastern slopes of the Cascade Mountains in a major agricultural and outdoor recreation region. It is situated in the fertile Yakima Valley, known for its wineries and apple orchards. The geography varies from densely timbered, mountainous terrain in the west, rolling foothills, broad valleys and arid regions to the east and fertile valleys in its central and southern parts. It is centrally located between the cities of Seattle, Spokane and Portland. The Yakima Valley is a wonderful place to live, work and play.



Though agriculture has been the staple of the economy over the last 100 years, Yakima is also known for its workforce in health services and local government. Yakima County is one of the largest employers in the County, employing 900+ full-time employees that provide local government services to 260,000 residents. To learn more about the services provided, go to: www.yakimacounty.us.

Essential Duties

The director will determine scope, direction and objectives of the Public Services Department (PSD) to meet goals established by the Board. Responsible for the delivery of essential governmental services within seven Major County Functions and three Internal Service Functions – County Road; Solid Waste; Public Works Utilities; Water Resources; Railroads; Planning; Building and Fire Safety, Equipment Rental and Revolving Fund, Geographic Information Services, and Facilities. He/She will develop, implement, monitor, make adjustments and allocate resources to fulfill departmental goals, objectives and responsibilities. (See attached functional organizational chart). The director will direct and oversee near-term and long-range work planning, goal setting, prioritization and funding. Continuously monitors and evaluates the efficiency, effectiveness, and cost of service delivery.



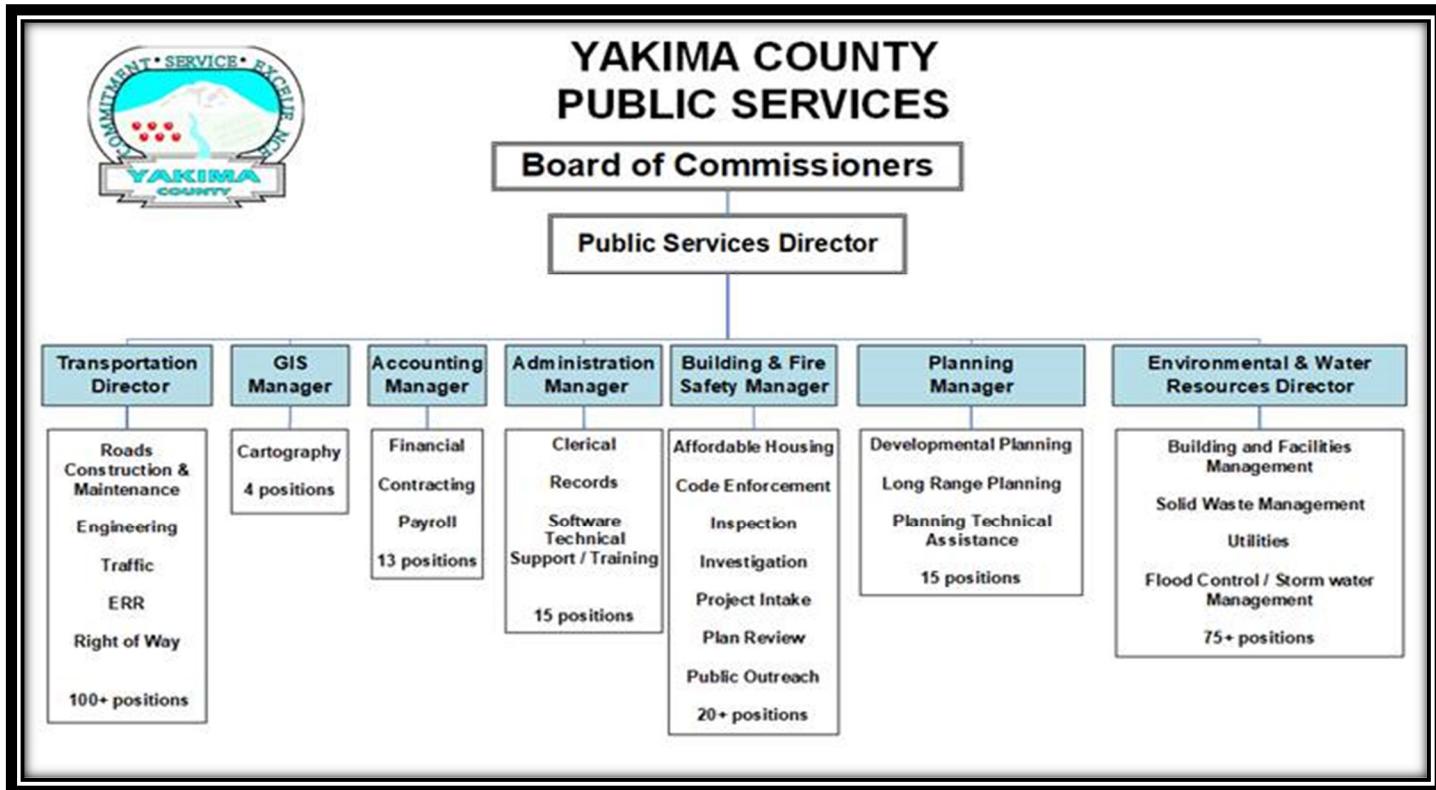
The director will perform a full range of managerial oversight functions within the PSD which includes: acts as final appointing authority and retains authority over organizational structure, budget, staffing levels and configuration, financial management, strategic planning, policy development, performance management and the prioritization and allocation of resources (facilities, people, money, materials, etc.); oversees staff implementation of Board goals and policies; provides effective leadership and management in the administration of the PSD; delegates authority to personnel commensurate with assigned responsibility and ensures the proper functioning of PSD staff; evaluates performance and effectiveness of subordinates and holds staff accountable.

The director will direct the development and implementation of the department budget averaging \$70+ million annually. Manage multiple funds having a variety of fund types and sub-types (Types – Governmental, Proprietary and Fiduciary; Sub-Types – General Fund, Special Revenue, Capital Project, Enterprise, Internal Service, and Agency funds). Allocate resources among major functions, minor functions, and programs subject to Board policy direction, and constraints imposed by law and/or economic conditions. Direct the development of departmental financial management policies and procedures to include clerical, payroll, purchase and inventory of supplies and equipment, accounting, grant administration, contracts, revenues, and revenue analysis.





The director will work with the Board to understand vision and strategic policy direction. Assists the Board in developing and managing policy matters and issues, establishing and maintaining effective relationships with elected officials, external agencies, other governmental agencies, the public, and community organizations. Gives technical engineering advice and assistance requiring a diversified knowledge of engineering principles and practices in broad areas of assignments and related fields.



Expectations

The incumbent must be able to exercise a high degree of inventiveness, imagination, innovation and independent judgment to identify critical and non-critical issues, to develop and analyze options, and to make and implement decisions; creatively use analytical tools; solve problems in cooperation with other disciplines and entities; keep multi-task timelines coordinated; and work with diverse groups/individuals to develop common ground around differing values and opinions. The incumbent must be adept at critically thinking through the stages and execution of plans, programs; must be able to directly and creatively manage resources to ensure priorities and commitments are kept.



The Incumbent Must Have the Following Knowledge, Skills and Abilities:

Working knowledge of governmental organizations, rules, regulations and processes. Working knowledge within area of responsibility of relevant laws and regulatory agency requirements including federal, state, and local laws, rules, and regulations. Working knowledge and demonstrated proficiency in sound and accepted engineering principles necessary to plan, develop, manage, finance, operate, and maintain major County infrastructure, facilities, and capital projects. Thorough knowledge of the basic principles of effective management and supervision, methods and procedures used in project management and control. Substantial expertise in budget, financial management, human

resources, technology, and capital facilities management and capital project management. Knowledge of modern methods and techniques used in the design, construction and inspection of public works projects. Understanding of the process of public involvement and effective citizen participation, knowledge and understanding of civil litigation and liability management. Skilled in making critical decisions involving large, complex technical or financial transactions, skill in making decisions and exercise sound judgment in developing, applying and interpreting policies and procedures, skill in communicating effectively orally and in writing. Skill in establishing and maintaining effective working relationships with County officials, other local government officials, employees, and the public, skill in supervising professional, technical, and administrative staff. Skill in public relations activities to include speaking before large groups, drafting news releases and stories, articulate goals and projects to the media, the Board, government officials, departments heads, employees and the public.

Education and Experience Requirements

- Bachelor's Degree in Civil Engineering and at least 10 years of responsible experience in a blend of professional, technical, managerial and executive level positions with a substantial emphasis in public management or the equivalent education and experience to perform the essential duties of the job.
- Public works or utilities experience
- Professional Engineer (PE) certification plus State of Washington registration/license as a Professional Engineer
- Previous experience working at a senior level of leadership in a public works environment
- Experience providing oversight to contract and vendor management
- Valid Washington State driver's license

Preferred Skills and Qualifications:

- A Master's Degree in Public Administration or Business Administration and local government experience at a director level is preferred.
- Previous experience working with unions, collective bargaining agreements or involvement in the negotiation process.
- Ownership and management of large scale and complex capital projects.

Yakima County Attractions



Public Lands

The Yakima Valley is surrounded by numerous recreation areas including Mount Rainier National Park, Goat Rocks and William O. Douglas wilderness areas; the Wenatchee National Forest; Yakima Scenic River; many lakes and streams.

Scenic Byways

Chinook Pass, White Pass, Yakama, and Yakima River Canyon are designated scenic byways. www.byways.org

The Yakima Greenway

Designated conservation area and a 20-mile multi-use bike/pedestrian path along the Yakima River.

Mountain Biking and Rock Climbing: Waterfalls, steep-walled canyons and open ridge tops. The Cowiche Canyon Conservancy and Snow Mountain Ranch offers close to town experiences. www.cowichecanyon.org.

Cross-country and Nordic skiing and snowboarding facilities are only 50 miles west of Yakima at White Pass. The average annual snowfall is 350 inches. The Summit elevation is 6,000ft. <http://www.skiwhitepass.com/>.

The Arts: Yakima is active in the arts and hosts music events such as the Chinook Fest and Fresh Hop Ale Festival, community theatre and orchestra through Warehouse Theatre and the Yakima Symphony Orchestra as well as national broadway productions in the historic Capitol Theatre.



Yakima Valley Wines, Hops and Beer: Yakima and the Yakima Valley are world renown for our 80 plus wineries and 13,000 acres of vineyards, consistently producing some of the finest wines in the nation. Yakima Valley also produces 75% of the nation's hops and the Yakima Valley was named the Best Beer Experience for 2017. <http://visityakima.com/yakima-valley-craft-brews.asp>.

Golfing

The moderate climate and **300 days of sunshine** a year is ideal for golfing. Apple Tree, River Ridge, Suntides, Westwood West, and the Yakima Country Club.

Education

Home of the Pacific Northwest University of Health Sciences Medical School, Heritage University, Yakima Valley College and Central Washington University in nearby Ellensburg.

Yakima County Benefits

Yakima County offers a generous benefit package that includes the following:

- **Health Benefits:** Comprehensive health including medical, dental, vision and prescription coverage administered by the WA State PEBB (Public Employee Benefits Board). Plan offerings include traditional, Health Maintenance Organizations (HMO) and Consumer Driven Health Plans (CDHP). www.hca.wa.gov
- **Complimentary benefits:** Term life and long-term disability policies for you paid for by the County; additional option to purchase coverage for spouse and dependents. These programs are also administered by the WA State PEBB (Public Employee Benefits Board). www.hca.wa.gov
- **Health Savings Account (HSA):** Employer contributions to your account upon enrollment in a Consumer Driven Health Plan. www.healthequity.com and KeyBank
- **Health Reimbursement Account (VEBA):** Employer contributions based on your health plan selection. www.hraveba.org
- **Flexible Spending Accounts:** Tax defer wages for Health or Dependent Care paid for by you and administered by Allegiance Benefit Management. www.askallegiance.com
- **Voluntary Benefits:** Short term disability, critical illness, cancer, vision and pet insurance. These policies are paid for by you.
- **Paid Time Off (PTO):** 15 days annually which may be used for vacation or illness.
- **WA State Paid Sick Leave (WPSL):** 1 hour of paid for every 40 hours worked for you to use for the care of yourself or family member.
- **Holidays:** 10 paid holidays per year.
- **Retirement:** Participation in the Washington State Public Employees Retirement System.
- **Deferred Compensation:** 3 plan options for tax deferred savings plans to enhance retirement. Plans are offered through Mass Mutual, Nationwide or the Washington State Deferred Compensation Program.
- **Salary Range:** Between: \$140,000 to 145,000. Specific offer amount will commensurate with experience.



The Application and Selection Process

Job Announcement close date: May 6, 2018

Interviews to be conducted: End of May 2018

Anticipated start date is as soon as possible following offer and dependent on needs of candidate.

An online application process is required. For consideration, please submit your cover letter, resume and professional references **combined into one document** to: <https://careers-yakima.icims.com/jobs/search?ss=1>

Yakima County ensures equal employment opportunities. Disabled applicants may request accommodation to participate in the job application and/or selection process. For further information, contact Human Resources.



HUMAN RESOURCES DEPARTMENT

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YAKIMA WA 98901

Email: human.resources@co.yakima.wa.us

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Yakima County will hire only United States citizens and aliens lawfully authorized to work in the United States.