



DEPUTY CITY MANAGER

UP TO \$169,800

Plus Excellent Benefits

Apply by
July 12, 2020
(open until filled)

PROTHMAN



WHY APPLY?



Situated between the pristine and iconic Columbia and Snake Rivers in southeastern Washington, Pasco is a vibrant and growing community that enjoys 300 days of sunshine a year. The exceptional climate, combined with the area's inviting waterways, enables residents and visitors alike to enjoy a multitude of outdoor activities from water sports and golf to wine touring and outdoor theater.

The City is highly regarded in the community for its organizational integrity and for the quality of services provided. The organization is financially sound with a dedicated team of employees, and a supportive City Manager and City Council. If you are a public sector management professional looking to help lead and shape a modern, progressive and well-regarded City, this is the position for you!

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THE COMMUNITY

Rated as one of "the 10 safest cities in Washington State to live," Pasco is a thriving community of 77,000 that has seen tremendous growth in the past two decades, while maintaining its sense of community and focus on public safety. Aesthetic and recreational charisma surrounded by natural beauty makes this high desert community, which is rich in agriculture, a popular recreation destination. The City has put an emphasis on inclusion and enjoys a culturally diverse array of entertainment, food, arts, music, and community events.

Pasco has undergone a significant transformation as one of the fastest growing communities in Washington State between 2011-2016. As a result of its population growth, and growth in the Tri-Cities metropolitan area, the City has experienced significant growth in the City's retail and tourism industries.

Pasco, along with the neighboring cities of Richland and Kennewick, comprise the Tri-Cities metropolitan area with a population of over 300,000; the third largest, and fastest growing metro area in the state. While the three cities are close neighbors and coordinate on multiple municipal services, each has its own distinct character.

Pasco is just a few hour's drive from the major urban centers of Seattle, Spokane and Portland. The Tri-Cities Airport, located in Pasco, provides direct flights to Seattle, Denver, Salt Lake City, Las Vegas, Los Angeles, Chicago, Minneapolis, Phoenix and San Francisco.

The Tri-Cities offers breathtaking parks, vibrant downtowns, upscale dining and retail, art galleries, antique shops, and a variety of entertainment venues. Residents and visitors enjoy endless recreational opportunities, including water sports, fishing, biking, hunting, skiing and more. Golf is one of the most popular sports enjoyed year-round with over ten premier courses. The massive Columbia River features many waterfront parks, trails, and easy river access.

The Tri-Cities is a sports minded community, providing many public athletic facilities and is home to two professional sports teams: Tri-City Dust Devils, a professional Single A affiliate of the Colorado Rockies call Pasco's GESA Stadium home and the Tri-City Americans WHL Ice Hockey, are based in neighboring Kennewick. Pasco has its share of fine sports venues in the mix, boasting an award winning and state-of-the-art six-field softball complex and a world class, 15-field soccer facility.

The region is also home to over 160 wineries and is known as the "Heart of Washington Wine Country," producing some of the finest wines in the world. Pasco has enjoyed many awards in recent years, including "The Best Places to Invest in Real Estate in Washington" (2015), "10 Fastest Growing Cities in Washington" (2015), "Top Cities on the Rise" (2014), "The 50 Safest Cities in Washington" (2014), and 3rd Safest City over 50,000 in Washington (2017, 2018).



THE CITY

Incorporated in 1891, the City of Pasco is a full-service city with an exceptional workforce of approximately 380 employees. The City has a 2019-2020 budget of \$450.57 million. The City Departments include: Public Works, Community and Economic Development, Administrative and Community Services, Police, Fire, Finance, Executive, and Municipal Court.

Pasco operates under the Council-Manager form of government with the seven-member City Council each serving overlapping, four-year terms. Six Council members each represent a district, while one is elected at-large. Dave Zabell was appointed City Manager in June of 2014 and is responsible for the day-to-day administration of city business, implementation of Council policies and establishment of operating policies and processes.

THE POSITION

Under the general direction of the City Manager, the Deputy City Manager provides support and coordination in the management of the operation aspects of City government and advises and recommends course of action on issues. This position facilitates policy making and team building at the management level, assists the City Manager in providing leadership and direction to staff in planning, organizing, directing, monitoring and evaluating City operations, and provides support to the City Manager and City Council by conducting research, writing reports, analyzing operational systems and recommending improvements when needed.

To view the full job description, please view the attachment found [here](#).



OPPORTUNITIES

Leadership and Stability

Pasco's City Manager, Dave Zabell, has been with the City since 2014. Dave has had a highly successful career managing cities and is highly respected among his staff and peers. The next Deputy City Manager will have the opportunity to work alongside Dave to develop a partnership to manage the City. Dave is committed to developing a strong leadership team layers deep into the organization.



IDEAL CANDIDATE

Education and Experience:

A Bachelor's degree in Public Administration or a closely related field, eight to ten (8-10) years of progressively responsible professional management work experience, and three to five (3-5) successful years serving in a senior management role at a municipality providing comparable services in terms of scale and scope is required. A Master's degree in Public Administration or a related field is desirable. Candidates must possess or be able to obtain a valid Washington State driver license by time of hire.

Necessary Knowledge, Skills and Abilities:

- The ideal candidate will have a diverse range of experience and have in depth knowledge of all facets of cities. Knowledge of the principles, procedures and techniques of municipal organization and administrative operations is essential.
- Candidate should have a willingness to take new approaches to situations, encourage new ideas and improvements, and understand when to delegate.
- The selected candidate will have experience mentoring, leading, and teaching others to ask the right questions to reach an answer on their own, opposed to simply giving the answer.
- The ability to be a team player who is flexible, approachable, collaborative, and balance work and play will be critical to be successful in this position.

- Experience and in-depth experience with economic development is a must. The Deputy City Manager will play a key role in the City's continual economic development efforts.
- The ability to communicate clearly and effectively with the City Manager, City Staff, and the public is a must. Strong listening skills with appropriate follow-up verbally and in writing is needed.
- The ideal candidate will have the ability to learn, listen, not react, and maintain a calmness when under pressure.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.



COMPENSATION & BENEFITS

- **Up to \$169,800 DOQ**
- Medical, Dental and Vision Insurance
- \$50,000 Life Insurance
- 24 Days' Vacation
- Generous Sick Leave Accrual
- 11 Paid Holidays
- WA PERS
- I.C.M.A. 457 Deferred Compensation Plan
- Employee Assistance Program
- Tuition Assistance
- Flexible Spending Plan (Pre-Tax Deduction for Medical/Dental and Child Care)
- Guardian Long-Term Disability Insurance
- Aflac Insurance
- HRA VEBA – 2% Salary Deferral
- Fitness Center Membership Plan

**Please visit:
www.pasco-wa.gov**

The City of Pasco is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **July 12, 2020** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**City of Pasco, WA – Deputy City Manager**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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