



City of Raymond, WA

DIRECTOR

\$75,000 - \$85,000

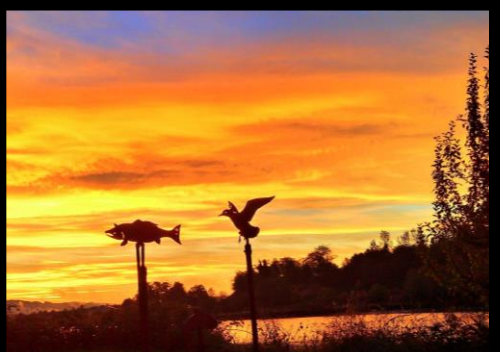
Plus Excellent Benefits

Apply by

November 1, 2020

(First Review, Open Until Filled)

PROTHMAN



THE REGION



Named after the Pacific Ocean, Pacific County is situated in the southwestern corner of Washington state, and is bordered by the Pacific Ocean on the west, and the mouth of the great Columbia River on the south. Home to approximately 22,000 residents, the County's four incorporated cities, Raymond, South Bend, Long Beach, and Ilwaco, and the County's many unincorporated communities, each have a unique place in the County's rich history dating back to the mid 1800's, including a wild story of how the County Seat, South Bend, became the County seat in 1892 after an election dispute with Oysterville caused a group of South Bend citizens to sail to Oysterville and forcibly remove all books and records, moving them to South Bend. Today, South Bend is known as the gateway to Willapa Bay, and is a community of docks, fishing boats, and crab-processing plants, and is home to the county historical museum. The City is also home to a nationally recognized county courthouse with a picturesque dome and regal grounds.

Willapa Bay, just west of South Bend, is one of the most pristine estuaries in the nation, where residents and visitors can kayak or canoe and see bald eagles, hawks, egrets, and even coyote, deer, and Roosevelt elk. To the east of South Bend just minutes away, the city of Raymond is a quaint small town located along State Route 101 and State Route 6. The City is well known for the historic Raymond Theater, the Northwest Carriage Museum, the Timberland Regional Library, and the incredible steel sculptures of wildlife and people known as the Statues of Raymond.



To the south, along SR101, the City of Long Beach attracts sport fishermen and fisherwomen, beach enthusiasts, and tourists looking to relax who enjoy surfing, swimming, eating oysters, shopping, and flying kites along the 28-mile-long peninsula. Downtown long beach is also well known for its bumper cars, a carousel and kiddie rides, old-fashioned pinball, new-style arcade and laser tag, horseback adventures, bike, surrey, and moped rentals, and go-karts.

At the south end of the Long Beach Peninsula, the City of Ilwaco is located on Baker Bay at the confluence of the Columbia River and the Pacific Ocean. Ilwaco is undergoing a revitalization and boasts a lively art and fishing community at the Port of Ilwaco Marina. Residents and visitors can enjoy art walks and outdoor markets in the summer months, chartered fishing trips, the Discovery Trail which leads to the North Head Lighthouse, and many family-friendly and community-oriented activities in the area such as the Black Lake Fishing Derby in April, the Loyalty Days parades in May, and the Slow Drag in September.

To the south of Ilwaco, Cape Disappointment State Park is a 2,023-acre park on the Long Beach Peninsula that looks into the mouth of the Columbia River. The park is well known for its breathtaking views, miles of hiking trails, numerous campgrounds, and historic overgrown ruins of military bunkers and coast defense batteries.

THE ORGANIZATION

Headquartered in the City of Raymond in Pacific County, Washington, the Pacific Transit System provides public transportation services throughout Pacific County in an area covering 920 square miles with approximately 22,000 residents. Pacific Transit operates fixed route bus service and Dial-A-Ride service for people with disabilities and focuses on maintaining services to passengers while continuing to make improvements to its internal operations. Fixed route service is also provided for further connections out of county via service to Astoria, Oregon and Aberdeen, Washington.

Pacific Transit is governed by an Authority Board, composed of seven elected officials consisting of the three Pacific County Commissioners, one elected official from each of the following cities: South Bend, Ilwaco, Raymond and Long Beach, and one non-voting labor representative.

Pacific Transit operates on a 2020 budget of \$1.8 million with 22 employees. The organization's fleet consists of ten (10) 30-foot Gillig buses and six (6) Dial-A-Ride/para-transit cutaways that provide approximately 113,000 trips annually.

THE POSITION

Under the direction of the Pacific Transit Board, the Director is responsible for the administration, management, and executive duties of the Pacific Transit System. The Director represents the Pacific Transit Board throughout the community and the State, and plans, directs, supervises, and coordinates the activities of the Operations, Maintenance, Administration, and Finance of Pacific Transit. For a full job description, please view the attachment found [here](#).

OPPORTUNITIES & CHALLENGES

- **COVID Response:** Managing the agency during the current pandemic to provide safe service delivery for customers and staff. Develop a plan for service delivery and fiscal planning beyond the pandemic.
- **Funding for Transit Services:** Staying aware of local, state, and federal funding sources and any changes that may affect the transit agency. Be assertive on the regional level to assure the agency secures adequate funding.
- **Capital Funding:** Researching, writing, and securing funds for future capital needs. Creating a plan for capital expenditures. Managing current capital projects, i.e. Underground fuel storage project.
- **Challenges of Climate Change Initiative:** The ability to make a case for different approaches to address climate change initiatives within a rural transit system.



IDEAL CANDIDATE

Education and Experience:

A bachelor's degree in Public Administration, Business Administration, Urban and Regional Planning, Transportation Management, or a related field, five (5) years of experience as a senior manager or department head level position, preferably with a public transportation agency, and at least two (2) years of recent experience as a manager or supervisor in a union setting, preferably public, is required. Candidates must have possession of a current Commercial Driver's License with passenger endorsement, or the ability to obtain one within 6 months of being hired. Additional related experience may be substituted for the educational requirements on a year-for-year basis.

The ideal candidate will have experience managing within a small administrative structure, demonstrated success in managing multiple divisions in a hands-on manner, be able to create an easy-going work environment, be approachable with a friendly demeanor while remaining firm and fair.

Necessary Knowledge, Skills & Abilities:

- Experience managing in a public sector agency, with strong fiscal knowledge, grant writing skills, and the ability to successfully navigate through various laws, regulations, and funding streams associated with public administration and governance. The Director must be a strong advocate for transit and be able to articulate the fiscal needs of the agency in a competitive funding arena.
- Strong labor relations experience, collective bargaining skills, and personnel management.
- An understanding and appreciation of service delivery in a large geographic and rural region. The Director must be willing to be visible at two operating facilities within the county on a regular basis.
- The ability to maintain continuous interaction with other governmental agencies to stay abreast of any new laws, regulations, and funding issues that may affect Pacific Transit.
- The ability to work independent of Board oversight, be decisive in decision making, yet keep the Board informed regularly and timely on the operations of the agency.
- Willing to be visible at community events and meetings to maintain the presence of public transit and stay abreast of issues going on in the county that may affect the agency.

- Skill as a self-starting individual who can balance daily operations, personnel management with capital projects and planning for future transit initiatives.
- Strong written and oral communication skills and the ability to be an active listener, willing to hear all sides of a situation, and able to explain the "why" of decisions made that affect the agency.
- Demonstrated confidence in administrative skills and working knowledge of the various divisions within a small public agency.
- Ability to lead and guide the Board and staff to make decisions affecting the future of the organization and assert his/herself on the regional level to assure adequate resources are attained for the operations of the agency.
- Ability to research, write, initiate, and explain new policies that affect the agency.
- Demonstrated success in researching, writing, securing, and administrating grants.

COMPENSATION & BENEFITS

- **\$75,000 - \$85,000 DOQ**
- Medical for Employee and Dependents
- Dental and Vision Insurance
- Life Insurance
- Washington PERS
- Standard Paid Holidays
- Flexible Vacation
- Flexible Sick Leave
- Negotiated Relocation Reimbursement

Please visit:
www.pacifictransit.org



Pacific Transit System is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **November 1, 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 "**Pacific Transit System, WA – Director**", 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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