



**EXECUTIVE DIRECTOR**

**\$100,000 - \$125,000**

*Plus Excellent Benefits*

*Apply by*

**April 10, 2022**

*(First Review, Open Until Filled)*

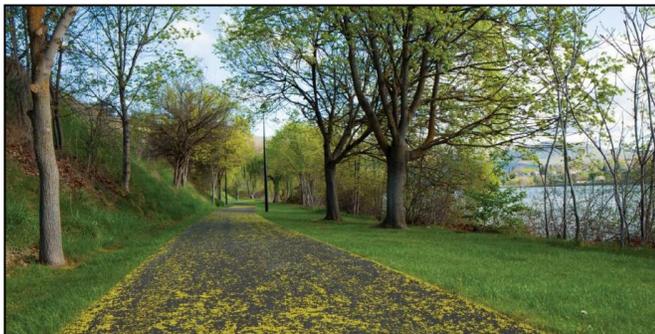


**THE REGION**



Situated at the union of the Snake and Clearwater rivers in Asotin County in south-eastern Washington, the Port of Clarkston is surrounded by unparalleled natural beauty, and is abundant with outdoor recreation opportunities.

The County is perfectly nestled along the Snake River as its northern border and its eastern border separating Washington and Idaho, with Oregon state bordering the county to the south. Asotin County is home to roughly 22,524 residents, two incorporated cities, thousands of annual tourists, and boasts a true four seasons each year. The county seat is the City of Asotin which has a population of about 930 residents. Six miles north is the City of Clarkston which is home to 7,400 residents as well as the Port of Clarkston. The City of Clarkston itself is mostly residential, and the area is surrounded by exceptionally friendly communities and ample opportunities. The valley as a whole, including the City of Lewiston and the Clarkston Heights region southwest of the Clarkston city limits, is home to nearly 60,000 residents in total. The region maintains a small and friendly community feel without the hustle and bustle of large-city life, while still allowing for exceptional amenities a short drive away.



With warm summers, mild winters, minimal average precipitation, and diverse geography, the area offers year-round indoor and outdoor recreation. Residents have an opportunity to be skiing in the morning and water skiing on the river on the same day. Other local opportunities include golfing at a number of local courses, hiking, biking, walking, sailing, jet boating, whitewater rafting, and world-class hunting, fishing, and camping, all within an hour of Clarkston.

The Port of Clarkston hosts five cruise line anchor tour boats that provide tours up the Columbia and Snake Rivers to Clarkston, as well as jet boat tours which take both visitors and residents to America’s deepest river gorge, Hells Canyon, just minutes away. Just south along the Snake River, the Hells Gate State Park offers riverside campsites, rental cabins, easy access to water sports, an education center, and scenic hiking trails. Other popular destinations and local amenities include the Lewis & Clark Discovery Center, the Asotin County Fair and Rodeo, the Tri-State Hospital, an indoor aquatic center, plenty of family-friendly restaurants, and locally owned breweries and cellars.

Clarkston and Lewiston have a number of K-12 educational opportunities for those with a family including the Clarkston School District in Washington, and the Lewiston Independent School District just over the river in Idaho. In addition, Walla Walla Community College in Clarkston and the Lewis-Clark State College in downtown Lewiston offer four-year degrees, Master’s Degrees, and well-known programs in criminal justice, education, and nursing. Roughly a 40-minute drive north, the cities of Pullman, Washington, and Moscow, Idaho are home to the PAC-12’s own Washington State University and the University of Idaho, respectively. This lively area allows for exceptional continuing education opportunities and hosts exciting sporting events year-round, along with live entertainment including plays, shows, and other theatrics.

**THE PORT OF CLARKSTON**

**The Port’s Mission:**

*Deliver property, facilities, and infrastructure that encourage private investment, create wealth for the constituents, create family-wage jobs, diversify and stabilize the local economy, and create a sustainable environment.*

*Play a leadership role in ensuring that waterfronts are vibrant, active centerpieces for the communities in the locality and partner on improving other tourism and recreation opportunities.*

*Preserve and better the quality of life for the citizens of Asotin County.*

Established in 1958, the Port of Clarkston is the farthest inland port in Washington State and has been utilized for its riverfront location as early as the 1870s, before Washington was deemed a state.

The Port's convenient access to the Snake River was used for steamboat transportation of local orchard and grain goods to the coastal markets in the west. Since the completion of all four dam systems north of Clarkston, the Port was then enabled to run 460 miles between the Ports of Clarkston and Lewiston and the Pacific Ocean. Additionally, the reservoir behind the Lower Granite dam enabled the area to enjoy a variety of recreational activities, which today functions as the region's economic driver and tourist attraction.

Operating as both a landlord and a property developer, the Port owns 120 acres of land, several river access points, and manages nine additional underwater acres through a Port Management Agreement with the Washington Department of National Resources. The Port currently leases property to 42 tenants, including a Holiday Inn hotel, golf shop, RV resort, coffee shop, winery, and restaurant and brewery, to name a few. Through the Covid-19 pandemic, the Port has experienced stable tenants and does not have many vacancies.

The Port owns a 580-foot "Cruise Boat" which bought in 19,000 passengers in 2019 and contributes \$4 million annually. The Port leases 33 acres of land from the U.S. Army Corps of Engineers (USACE), and an additional 13 acres underwater for the marina.

The Port is governed by a three-member Board of Commissioners each serving six-year terms. Two of the three Commissioners recently retired after giving a combined 40 years of service to the Port. The second-newest members of the Commission recently joined in January of 2022, and the newest member will be joining the Commission in late February. The longest-standing member has been active since 2018. While new, the Commission's relations are positive, cohesive, and forward-thinking. The Commission is energized and excited to progress the Port's internal and external affairs forward. The Port of Clarkston functions with a 2021 adopted budget of \$1.94 million, with \$2.5 million in cash reserves. The Port presently has 4.5 FTEs including the Executive Director, an Operations Manager, a part-time AP/AR Clerk, and two maintenance staff. The Executive Director has been with the Port since 2006 and is retiring after 16 years of service.

To learn more about the extensive operations of the Port of Clarkston, please visit:  
[www.portofclarkston.com](http://www.portofclarkston.com)



## THE POSITION

Under the direction of the commissioners, the Executive Director is the chief executive officer of the Port, directing, coordinating, and administering all day-to-day operations. The Executive Director will be expected to wear many hats as the new Commissioners and the Executive Director work closely together to create a strategic plan that aligns with the Port's budget, existing projects, and overall comprehensive plans. The Executive Director will act as the liaison between the Port and Port tenants, Board of Commissioners, the public, other municipalities, and internal and external partners. To view a full job description, please view the attachment found [here](#).

## OPPORTUNITIES & CHALLENGES

**New Leadership and the Future:** The Port of Clarkston has undergone a number of recent leadership changes, with two of the Port's Commissioners and the Executive Director soon to follow after nearly 16 years in the position. The now longest-standing member on the Board has been active since 2018, and the newest Commissioner was elected in 2022. This second Commissioner is the first elected woman on the Board in Port History. Commission relations are positive, cohesive, and forward-thinking, and the Commission is energized and excited to progress the Port's internal and external affairs forward. The incoming Executive Director has an opportunity to do a 360 review of the organization including updating goals, programs, and working with the Board to define the Port's strategic vision and future.

**Upcoming Projects:** The Port is involved in several upcoming major projects that the incoming Executive Director will assess and prioritize. Some of these projects include:

**Fiber Optics to Home:** The Port of Clarkston has approximately 26 miles of fiber optic cable throughout Clarkston, at Turning Pointe Business Park, and elsewhere in Asotin County. The Port will continue expanding infrastructure to meet the growing demands for high-speed internet connectivity in the region.

**Dredging:** Continual advocacy for dredging in front of the Port of Clarkston and more is needed due to the Corps of Engineers recently changing its 40+ year policy on sediment removal. It will be a priority for the Executive Director to seeking state capital projects funding and get as creative as possible with other funding options to allow for the Port to dredge now un-dredged areas.

**Dock Maintenance:** The Port has responsibility for assuring adequate maintenance at the 7th Street dock, 14th Street dock, and short-term recreational vessel moorage attached to Granite Lake Park.

**Western Waterfront Development:** The development and project management of all aspects of changes to the west waterfront to expand existing cruise boat capacity based on a Needs Assessment and to provide updated recreational moorage will be needed.

**Removal of Lower Snake River Dams:** Governor Inslee and Senator Murray are exploring an assessment to remove the four dams within the lower snake river. Alongside many regional and state organizations opposing the measure, the Executive Director will work to lobby and support keeping the dams in place to ensure the future prosperity of the Port and the many communities situated along the Snake and Columbia Rivers.



## EDUCATION AND EXPERIENCE

Candidates must have a minimum of a bachelor's degree and five (5) years of related management experience.

### Necessary Knowledge, Skills, and Abilities:

- Experience or familiarity in economic development, engineering, and project management.
- The ability to leverage local dollars to fund the mission of the Port. Experience with identifying and utilizing a broad range of funding sources.
- Skills in leadership development and previous experience managing people. The ideal candidate will be a strategic thinker who is willing to reach out if needed to ensure that projects are getting from point A to point B and accomplished in a timely manner.
- The ability to work with varying consultants and companies to set a course for project development and understand the cost-benefit of outsourcing for certain projects.
- Experience developing solid relationships with local partners and municipalities.
- A willingness to get to know the people in the community, and an interest in joining or being involved with organizations such as the local rotary club and committees, or regional advisory boards.
- The ability to listen and understand, communicate well with subordinates, stakeholders, and other regional entities both verbally and in writing.
- The ideal candidate will be a people person who is flexible, persuasive, collaborative, and have the skill to bring people together by listening to and understanding a variety of viewpoints.
- The ideal candidate will have prior experience working with the Army Corps of Engineers and be able to establish a new relationship to create a working partnership. This will require the ability to negotiate and get deals completed.
- The ideal candidate will be a mature professional who is able to be sensible and realistic in solving challenges.
- The ability to promote and market the port locally and communicate the vision and mission of the Port to the community.
- Experience and comfortability with lobbying the ability to persuade people to view things from a different avenue.
- Experience with land development, and knowledge of the cost-benefit of selling versus leasing land, and prior knowledge and experience with writing and submitting grants.

- The ideal candidate will have knowledge of lease management and bring additional ideas to increase revenue.
- The ideal candidate will go the extra mile to keep the Port Commissioners informed.
- The ability to consistently remain transparent and ensure the Port's website and documents become and stay up to date.
- Experience working with a small group of staff and the ability to continually take a team approach.

**For more information on the Port of Clarkston and the Lewis-Clark Valley, please visit:**

**[www.portofclarkston.com](http://www.portofclarkston.com)**

**[www.visitclvalley.com](http://www.visitclvalley.com)**

#### **COMPENSATION & BENEFITS**

- **\$100,000 - \$125,000 DOQ**
- Medical, dental, and vision insurance.
- Life and long-term disability insurance.
- Washington PERS.
- Deferred Compensation.
- HRA/VEBA.
- 12 days of sick leave.
- Negotiated annual leave.
- 10 paid holidays, plus 1 floating holiday.
- Bereavement leave.
- Family and medical leave.



The Port of Clarkston is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **April 10, 2022** (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](http://www.prothman.com)** and click on "**Open Recruitments**", select "**Port of Clarkston, WA – Executive Director**" and click "**Apply Online**," or click [here](#). Resumes, cover letters, and supplemental questions can be uploaded once you have logged in.



**[www.prothman.com](http://www.prothman.com)**

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