



**Tillamook County Transportation District,
Oregon**

GENERAL MANAGER

\$105,000 - \$120,000

Plus Excellent Benefits

Apply by

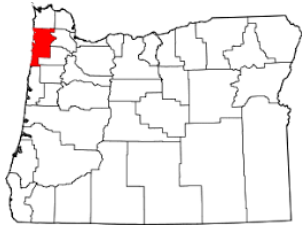
October 23, 2022

(First Review, Open Until Filled)

***P*ROTHMAN**



WHY APPLY?



Tillamook County, Oregon is home to spectacular natural attractions ranging from lush, magnificent rainforests, to rugged mountain and wide ocean beaches.

The region is full of beautiful views and places to explore, offering its residents and large number of yearly visitors four adventure-filled seasons and endless experiences.

The Tillamook County Transportation District offers an excellent location for a talented management professional to live, work and play in a community which takes pride in its natural beauty and quality of life.

THE COMMUNITY

Located in the northwest portion of Oregon along the beautiful North Oregon Coast, Tillamook County is bordered by Clatsop County on the north, Washington and Yamhill Counties on the east, Polk and Lincoln Counties on the south, and the Pacific Ocean on the west. Tillamook County covers 1,333 square miles and is home to over 25,000 residents. Tillamook County offers unlimited peaceful beaches along 75 miles of scenic coastline, four bays and five major rivers which provide an abundance of recreation, and majestic forested mountains. The County also offers numerous famous attractions including the Three Capes Scenic Loop, Oswald West State Park, North Coast Food Trail, and the Oregon Coast Scenic Railway.

Tillamook is also the home of world-famous Tillamook Cheese, and the dairy industry is a major player in the local economy. Dairy farms dominate the county's fertile valleys providing milk for Tillamook Cheese, while logging and lumbering became a significant economic force due to the reforestation of most of the "Tillamook Burn" area. Other major economic drivers include agriculture, fishing, tourism, and recreation. Residents and visitors enjoy local activities from kayaking, canoeing, rafting and fishing on the County's numerous rivers, to hiking and biking on an extensive network of trails. The area also boasts sailing, surfing, golfing, crabbing, jetboating, and exploring the beaches of the Pacific Ocean.



Incorporated cities within Tillamook County include the cities of Bay City, Garibaldi, Manzanita, Nehalem, Rockaway Beach, Wheeler, and the county seat, Tillamook. Located only 75 miles west from the cultural and entertainment amenities of Portland, the City of Tillamook is home to the County Courthouse, as well as the Pioneer Museum, Tillamook Bay Community College, and the county's main post office, library, and hospital (Adventist Health). Just east of the downtown area is the Tillamook County Fairgrounds, and just south of the city is the Port of Tillamook Bay. The Port is home to the Tillamook Naval Air Station Air Museum, an airport, an industrial park and a railroad, and the Tillamook County Justice Facility, including the Tillamook County Sheriff's Office, the county jail and the local headquarters of the Oregon State Police.



THE ORGANIZATION

Tillamook County Transportation District (TCTD) was established in July 1997. The District's mission is to "Connect Communities Through Sustainable Transit Services". Fondly referred to as "The Wave", the District accomplishes its mission by providing a variety of public transportation services throughout northwest Oregon, including general public Dial-A-Ride, local deviated fixed route bus services, intercity and commuter bus services, and non-emergency medical transportation services. TCTD is a part of NW Connector; a coordinated regional transit system that includes five individual transit agencies in NW Oregon: Tillamook County Transportation District, Columbia County Rider, Sunset Empire Transportation District, Benton County Transit, and Lincoln County Transit.

In September 2011, TCTD began providing public transportation services seven days a week (Sunday through Saturday). TCTD also provides Intercity bus services to Portland providing two trips seven days a week. TCTD also operates service north from Tillamook County into Cannon Beach in Clatsop County in cooperation with the Sunset Empire Transportation District. In February 2012, TCTD began providing public transportation service between Tillamook and Lincoln City in cooperation with Lincoln County Transportation Service District. TCTD also provides service to Grand Ronde to Salem.

TCTD is governed by an elected seven-member Board of Directors and operates on a 2022 budget of \$16 million with 33 FTEs. The overall management of TCTD is divided into departments which include Operations, which includes a three-position maintenance team, Finance, and Administration. In 2021, combined ridership for all modes of service totaled over 102,000.

TCTD also operates the NW Rides non-emergency medical transportation (NEMT) brokerage for the Columbia Pacific CCO (CPCCO) to arrange transportation rides to CPCCO members traveling to and from their Oregon Health Authority (OHA) covered medical appointments. The NW Rides brokerage arranges NEMT rides to CPCCO members living in Clatsop County, Columbia County, and Tillamook County.

THE POSITION

Under the general direction of the Board of Directors, the General Manager serves as the representative of Tillamook County Transportation District (TCTD) Board of Directors, assuring that all responsibilities and functions of the district are carried out in a timely and responsible manner. This position will ensure the long-term viability of TCTD through recommendations to the Board, mentor and build the staff, and champions the District's purpose of meeting the needs of the general public for intra-county and inter-county transit programs. To view a full job description, please view the attachment found [here](#).

Performance Measures will include:

Operating the district within budget guidelines; Effectively building and maintaining a high performing staff; Providing outstanding customer service; Successfully gaining suitable funding for the district; Communicating effectively to the public, staff, board and outside government agencies; and Fiscal responsibility and stewardship of taxpayer dollars, as well as other funds entrusted to the district.

OPPORTUNITIES & CHALLENGES

Healthy Fiscal Condition

The District is in excellent fiscal condition but is heavily reliant upon grant funding. The incoming General Manager will take steps secure grant funding o ensure current services levels are sustained and grown upon.

District Internal Relations

The Board is unified in nearly all decisions and works well together. In addition, all but management employees are union, and the relationship with the union has been good. The General Manager will work with the management group to promote a cohesive team atmosphere and ensure good interpersonal relations are maintained.

Staffing

As with many organizations, the biggest staffing challenge for the District is recruitment and retention of drivers. The General Manager will be in charge of attracting and recruiting quality employees in an environment where housing is considered expensive and in short supply.

EDUCATION & EXPERIENCE

A bachelor’s degree in a related field is preferred. The selected candidate must be bondable and maintain an Oregon Driver’s License in good standing throughout employment. The selected candidate will be required to live within Tillamook County. The ideal candidate will have ten (10) years of transit related experience, and five (5) years of progressive leadership, supervisory or management work.

Candidates that possess any combination of education or experience that displays the relevant skills and training necessary to be successful will be considered.

THE IDEAL CANDIDATE

The ideal candidate will be a visionary who can guiding the agency through continued growth. This person will be personable and a true leader who has excellent skills in team building, and experience working with an elected board in strategic planning. Broad general management skills and experience with human resource functions, and an extensive background with grant funding development and management will be required to be successful. A background in transit planning is preferred, but not required. The selected candidate must be able to develop and maintain excellent intergovernmental relations. will have a history of being conservative yet innovative, not be afraid to call thing as they are, and be a proven listener and mentor. A people person with a high level of integrity and a delicate touch will excel this the position. This person must have the ability to operate the district within federal and state laws, rules and regulations, and be capable of promoting public and employee trust and confidence.



COMPENSATION & BENEFITS

- **\$105,000 - \$120,000 DOQ**
- 100% employer paid Health Insurance, 90% for dependents.
- \$20,000 Life Insurance policy.
- 457 (b) deferred compensation plan with matching up to 8% of deferred compensation after 6 months of employment.
- Options for enrollment in Health Care Reimbursement, Flexible Spending Account and Aflac.

For more information, please visit:

www.tillamookbus.com



The Tillamook County Transportation District is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **October 23, 2022** (first review, open until filled). Applications, supplemental questions, resumes, and cover letters will only be accepted electronically, and can be uploaded once logged in. **To apply** go to www.prothman.com, click on “Open Recruitments” select “Tillamook County Transportation District, OR – General Manager” and click “Apply Online” or click [here](#). If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the Prothman website as instructed on the form.



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