



City of Port Townsend

WASHINGTON

DEPUTY PUBLIC WORKS DIRECTOR / CITY ENGINEER

\$113,072 - \$124,220 DOQ

Plus Excellent Benefits including \$6,000 Sign On Bonus

Apply by
January 15, 2023
(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



The region offers incredible outdoor recreational opportunities both on sea and in the mountains, stunningly beautiful landscapes, and a uniquely vibrant cultural scene. Accessible by ferry or car from

Seattle on the east side of Puget Sound, Port Townsend has maintained a historic character while embracing a progressive and creative way of life.

The department is growing, and the right candidate will have the opportunity to mentor and develop current staff, while also continuing to build out the team. The current team reporting into this role is highly skilled, passionate, and dedicated to the work they do. They are excited to welcome new ideas and explore new ways of working.

This is an excellent opportunity for someone who wants to enjoy the Olympic Peninsula and help an already flourishing City become even better.

THE COMMUNITY

Port Townsend is a charming Victorian seaport on the Olympic Peninsula, located approximately 2 hours from Seattle. Founded in 1851, the city has maintained its historic character while embracing a creative culture. The town's 10,148 residents and thousands of visitors enjoy spectacular views of the water and mountains. Port Townsend's natural beauty and access to nearby Fort Worden State Park and Conference Center, Olympic National Park, beaches, and rain forests attracts over a million visitors each year. Residents of Port Townsend are active and engaged in civic life.

The communities of Port Hadlock, Irondale, and Port Townsend are as varied as the geography that surrounds them. Historically, these communities formed a major seaport in the 1800's, and most of that era's unique architecture remains. Port Townsend is the only incorporated city in Jefferson County and is the county seat. The city's spectacular festivals, vibrant cultural scene, and other unique attractions bring over a million visitors each year. From hiking, camping, rafting, or biking in the Olympic Mountains, to drama at the downtown theatre in Port Townsend, life here is connected to both the land and to the people.

Discovery Bay, the Strait of Juan de Fuca, and Port Townsend Bay surround the Quimper Peninsula and make the area a center for boating and sailing. The region is home to a diverse community of farmers, artists, long-time residents, boat folks and those looking to live in an active community offering a choice of urban and rural lifestyles. Many hidden gems in the area have generated a thriving writing, music, and theatre scene. The area hosts well over 50 major events each year, including the opening of the award-winning Farmers Market in April, the Rhododendron Festival in May that brings pet parades, bed races, a downtown carnival, the "Rhody Run", and the Steampunk Festival in June. Centrum, located in Fort Worden State Park, hosts nationally renowned week-long workshops and festivals throughout the summer, including Blues, Fiddle Tunes, Jazz, Voice, Chamber Music, Choro, Ukulele, Dance This, and Writers' Conference. Other events include the Wooden Boat Festival, Port Townsend Film Festival, the Jefferson County Fair, Concerts on the Dock, and many more. A thriving organic agriculture community exists in the County as well as several award-winning cideries.



THE ORGANIZATION

The City of Port Townsend is roughly 9.6 square miles with a population of approximately 10,100. The city operates on a 2022 budget of \$30 million with a full-time employee count of more than 100. The city government is comprised of seven council members including the Mayor and Deputy Mayor. Along with the City Council, the city has eight departments that help with the day-to-day duties of the city. These include development services, financial, human resources, parks and recreation, police, library, legal department, and public works.

THE DEPARTMENT & POSITION

The 6 FTE engineering division of the public works department supports O&M and capital project development for the City. The 37 FTE public works department covers a broad area of services including water distribution, water treatment and supply, wastewater treatment, compost, streets and collections, fleet, facilities, and parks maintenance. With an \$11 million general fund, the majority of the remainder of the city's budget falls under the responsibility of the Public Works Department. This position will work closely with the Finance Department in supporting and helping manage operation and capital funds.

Reporting to the Public Works Director, this role will lead engineering staff to collaboratively provide internal support to other city departments, the public, and in the execution of capital projects. The City Engineer provides an important statutory and technical role in assisting the entire City team on a diverse array of engineering issues including working with the Planning and Community Development Department to represent public works in development review. A key emphasis for this position is applying creative engineering solutions in an environment with a high level of interaction with team members, members of the public, stakeholder groups, boards and commissions, and the City Council. This position is a key leadership role with a focus on building teamwork. A successful candidate also has the opportunity to move into the Public Works Director role and the City looks with succession planning.

To view a full job description, please view the attachment found [here](#) or visit www.prothman.com.

OPPORTUNITIES & CHALLENGES

The successful candidate will enjoy the opportunity to further the non-motorized transportation focus initiated 20+ years ago while also tackling significant aging infrastructure challenges including water, sewer, streets, facilities, parks, and stormwater. Continuing to build out the city in plats dating back to the 1800s represents another challenge in creating infrastructure extension programs to facilitate streamlined private development consistent with the City's adopted plans. With a 10-year strong financial outlook for capital investment and numerous infrastructure needs, this position will enjoy unique challenges.

Some of those projects include replacement of a wastewater treatment plant outfall in the Strait, evaluation, and rehabilitation of 10 miles of 30-inch raw water supply line, development of trails such as the Olympic Discover Trail, developing and implementing a street rehabilitation program, managing the design, and constructing transportation projects, Development of a NPDES Phase II stormwater program, and upgrading the wastewater treatment plant among many other projects.

Please refer to the City's Engage PT website for highlights of efforts currently underway found at www.cityofpt.us/engage.



IDEAL CANDIDATE PROFILE

Education & Experience:

The position requires a bachelor's degree in Civil Engineering or a related field, and registration as Professional Engineer in the State of Washington. Candidates must have a minimum of six (6) years of progressively responsible experience, at least four (4) of which are at a management and supervisory level. The ideal candidate will have experience in a public sector municipality or working as a consultant fulfilling the role of a City Engineer or similar role.

The candidate must show experience with the design and construction of public works projects and management of capital construction programs. Candidates must possess a Washington Driver's License and maintain a driving record acceptable to the City's insurance carrier.

Necessary Knowledge, Skills & Abilities:

- Theory, principles, practices and techniques of public works, traffic engineering, municipal water and sewer engineering, utilities maintenance and construction management functions.
- Principles and practices of civil engineering as they apply to planning, design, and construction of municipal infrastructure.
- Federal, State, and local law, codes and regulations affecting civil engineering projects and governing the administration of public works and public utilities functions and activities.
- Proficient Microsoft Office Suite computer skills, including Word and Excel; computer systems, interfaces, and data storage.
- Ability to manage a diverse group of engineers and support staff.
- Ability to prepare comprehensive reports, contract documents, and other engineering documents.
- Ability to work in a demanding environment that requires conflict resolution skills, a keen awareness of deadlines and excellent time management skills.
- Ability to manage infrastructure planning and design projects from design development through construction.
- Ability to deal courteously and tactfully with the public and with general contractors.

COMPENSATION & BENEFITS

- **\$113,072 - \$124,220 DOQ**
- Medical, dental, vision, and flexible spending account.
- WA State PERS retirement and 457 deferred Comp Program.
- Life & long-term disability insurance.
- Sick leave (Earns 1 day per month).
- Vacation (Graduated accrual schedule starts at 8 hours per month, starting balance negotiable).
- 12 paid holidays.
- Sign on bonus of \$6,000.



**For more information on the City of
Port Townsend, please visit:
www.cityofpt.us**

The City of Port Townsend is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **January 15, 2023** (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 "**Port Townsend, WA – Deputy Public Works Director/City Engineer**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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