



# PORT OF PASCO

WASHINGTON

## EXECUTIVE DIRECTOR

### \$215,000 - \$260,000 DOQ

*Plus Excellent Benefits*

*Apply by*

**December 8, 2024**

*(First Review, Open Until Filled)*

**PROTHMAN**



## WHY APPLY?



Situated between the pristine and iconic Columbia and Snake Rivers in southeastern Washington, the Port of Pasco is located in 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 Port is highly regarded in the community for its continued economic development work and critical transportation assets. The organization is financially sound with a dedicated team of employees, and a supportive Port Commission.

## THE COMMUNITY

The Port of Pasco, which encompasses almost all of Franklin County, has seen tremendous growth in the past two decades while maintaining its community focus. In the northern section of the Port District is the city of Connell, which offers small town living with a historical downtown experience. Connell is known as a place where people know their neighbors, and where the whole community comes out to support the local schools & athletic programs. The largest City in the Port District is Pasco; a thriving waterfront community of 82,000. Aesthetic and recreational charisma surrounded by natural beauty makes this an attractive desert community, rich in agriculture, and a popular recreation destination. The community has put an emphasis on inclusion and enjoys a culturally diverse array of entertainment, food, arts, music, and community events.

Franklin County and Pasco have undergone a significant transformation as one of the fastest growing regions in Washington State between 2016-2021, ranking 8<sup>th</sup> in the nation. New industry recruited by the Port has fueled part of this population growth. The accompanying growth in the Tri-Cities metropolitan area has produced significant growth in the 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 311,000, the Tri-Cities metro is the third largest metro 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 hours' drive from the major urban centers of Seattle, Spokane, and Portland. The Tri-Cities Airport, located in Pasco and operated by the Port, 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 High A affiliate of the Los Angeles Angels, call Pasco's GESA Stadium home and the Tri-City Americans WHL Ice Hockey, are based in the neighboring city of 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.

**THE PORT**

With a 2025 operating budget of \$20.1 million, a capital budget of \$59 million, and total assets of \$246 million, the Port of Pasco is a highly stable organization with approximately 43 FTEs. The Port is primarily split into Port Operations and Airport Operations. Both operations are overseen by the 3-member Port Commission and executive staff. Additionally, each operation has its own union-represented maintenance and security personnel.

The Port of Pasco is responsible for meeting the essential transportation and economic development needs within the Port district boundaries in Franklin County, as well as the area served by the Columbia and Snake River corridors, the Tri-Cities Airport, and connecting rail and highway routes. The Port’s primary focus is to enhance regional vitality through the development and maintenance of various real estate, facilities, transportation hubs, and service programs.



The Port plays a crucial role as a partner in the regional economic engine, promoting and sustaining local economic growth and development in cooperation with other governmental agencies. The Port leases industrial and commercial buildings at 4 different parks, owns and operates the Tri-Cities Airport (3rd largest commercial airport in WA State), owns and operates a general aviation airfield, owns an intermodal terminal and barge slip on the Columbia River, maintains multiple shared-use rail spurs, and engages in land development to attract new large industry to the Port district.

The Port of Pasco plays a central role in sustaining local economic development and actively collaborates closely with other government agencies to serve the community effectively.



**THE POSITION**

The Executive Director is selected by and reports to the Port of Pasco Board of Commissioners. The person in this role serves as the chief executive officer of the Port of Pasco and is responsible for all Port activities. The primary function of this role is to ensure that the Port operates in an ethical, efficient manner with financial stability to achieve the Port’s goals. As the top leadership position within the Port, the Executive Director provides management direction to department directors, lead staff members, and general staff. Additionally, the Executive Director is responsible for fostering strong communication and collaboration with other economic, transportation, and governmental agencies within the region.

To understand the full responsibilities of this position, please view the job description found [here](#).



**CURRENT PRIORITIES**

- The Tri-Cities Airport operated by the Port is the third largest commercial airport in Washington State with 10 non-stop destinations. The Port is beginning a 10-year, \$100M+ project to expand the terminal to meet the demand of growing passenger numbers and flights.
- To diversify the economy, the Port has visioned, and master planned a 500-acre aerospace innovation and manufacturing center at the airport. Realizing the vision will require extensive public involvement, large state and federal funding, heavy business recruitment, and close regional partnerships.
- Darigold is anchoring the Port’s 300-acre Reimann Industrial Center with a nearly \$1B milk processing facility scheduled to open in Q1 2025. There is heavy interest in the remaining 150-acres at Reimann for additional industrial users. The Port, along with our community partners, installed and upgraded infrastructure to the site. Rail will be installed next year.
- The City of Connell, located in the northern part of the Port District, lost a major industry when Lamb Weston announced the closure of the Connell plant. The Port is heavily engaged in seeking new industry and to replace the jobs, tax base, and utility fees formerly provided by Lamb Weston.
- Increasing the Port’s land inventory for new industry is a critical need for continued economic success in the Port district. Challenges to securing new land include rising land prices, rising costs to extend infrastructure, and finding suitable industrial locations. The Port is financially stable and has an Economic Development Opportunity Fund of \$12M for a new land purchase or other large economic effort.
- The Port has taken a community leadership role in the development of an Ag Innovation Center and Ag Symbiosis Park. Both efforts are in the feasibility stage and will require strong leadership to advance to real projects.



- The Port has two Columbia River waterfront properties planned for mixed-use development, the 60-acre Osprey Pointe and the 50-acre Wharf. Osprey Pointe is under a Master Development Agreement with the first project planning to break ground in early 2025. Coordination between the developer and the City of Pasco will be key to this project’s success. The Wharf is a partial brown-field site that will need significant investment and private partnership to move forward. A unique feature of this site is a historic wood wharf that could be a central feature of a redeveloped site but requires costly rehabilitation work.

**IDEAL CANDIDATE**

**Minimum Education and Experience:**

- A combination of education and/or experience that includes financial management, business administration, and organizational leadership sufficient to demonstrate the skills necessary to perform the duties and responsibilities of the position of Executive Director.
- A valid Washington State Driver's License, or ability to obtain one within 30 days of employment.
- Must meet the minimum Motor Vehicle Standards of Port’s auto insurance carrier, be bondable and insurable, and pass a pre-employment drug screen test and medical examination.

**Preferred Education and Experience:**

- A Bachelor’s Degree in Public Administration, Business, Finance, Engineering, or an equivalent/related field, OR a minimum of five (5) years of industry experience in Economic Development, Transportation, Finance or Public Sector Leadership.
- Five (5) years of experience at a director or manager level, and five (5) years of human capital management experience.
- Thorough knowledge of port operations, real estate and property management principles, economic development concepts, and budgeting and strategic planning principles.
- Experience and knowledge of working with an elected board.
- Experience with labor contracts negotiation, airport operations, and environmental compliance.
- Compliance experience for public records, open public meetings, public works projects, and federal grants.

**Necessary Knowledge, Skills, and Abilities:**

- Excellent oral and written communication skills, including strong interpersonal skills and the ability to work effectively with others, accept supervision, and take technical guidance as needed.
- The ability to interpret policy-level direction into actionable activities.
- The ability to prioritize projects and tasks efficiently, work independently, and meet deadlines.
- Demonstrated tact, initiative, and prudence when interacting with staff, tenants, and the public.
- Consistent attendance and punctuality at the office or other designated locations.
- Strong analytical skills, including the ability to read, analyze, and interpret complex documents and respond effectively to sensitive inquiries or complaints.
- Proficient in making effective speeches and presentations on a wide range of topics, including complex and controversial subjects, for Commissioners, management, government groups, public forums, boards, and decision-makers.
- Skilled in problem-solving, including the ability to define problems, collect data, establish facts, and draw valid conclusions.
- Demonstrated initiative, imagination, and creativity for developing new and improved programs.
- A willingness to address unique challenges and solve unusual problems, being innovative and open to new concepts and ideas.
- The ideal candidate is self-assured, capable, mature, and willing to accept responsibility.
- Decisive in critical operational areas of the Port.
- Affable and understanding of client concerns, while practicing and encouraging fair and firm enforcement of Port rules and regulations.

**COMPENSATION & BENEFITS**

- **\$215,000 - \$260,000 DOQ**
- 100% Employer paid Medical (Asuris or Kaiser), Dental (Willamette or Delta), and Vision (VSP) for the employee and dependents provided through the AWC Employee Benefits Trust.
- Employee long-term disability and life insurance provided through the AWC Employee Benefits Trust.
- HRA VERDE for health expense reimbursement.
- Participation in the Washington State Department of Retirement Systems, PERS as determined by employee eligibility.
- Optional benefits include up to 4% match for the Deferred Compensation Program as provided by the Washington State Department of Retirement Systems - based on the employee's contribution, FSA, and supplemental insurance.
- 27 Days of PTO per year.
- 40 hours of frontloaded PTO.
- 12 Paid Holidays per year.
- Vehicle stipend of \$500 per month.
- Housing/relocation expenses negotiable.
- A minimal work-from-home/hybrid schedule is available; however, this role primarily takes place in person out of the Port/Airport offices.

**For more information on the Port of Pasco and their extensive operations, please visit:**

[www.portofpasco.org](http://www.portofpasco.org)

The Port of Pasco is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **December 8, 2024** (first review, open until filled). Applications, resumes, cover letters, and supplemental questions 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 Pasco, 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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