



*Monterey County is inviting applicants for the position of Assistant Director of Public Works, Facilities, and Parks*

## The Community

Monterey County encompasses some of California's most stunning scenery and offers an ideal year-round Mediterranean climate. Miles of beautiful beaches, spectacular mountain ranges, groves of redwood trees, low-rolling foothills, and scenic valleys are characteristics that contribute to the quality of life enjoyed by residents and the numerous tourists who visit the area year-round. The economy is largely based on agriculture and tourism. The Salinas Valley is known as the "salad bowl of the nation." Monterey County boasts world-renowned attractions such as the spectacular Big Sur Coast, Monterey Bay Aquarium, Cannery Row, and the Steinbeck Center. It's also home to [WeatherTech® Laguna Seca Raceway Laguna Seca](#) and many world-famous golf courses including Pebble Beach, Spanish Bay, and Poppy Hills. The County hosts annual events including the Monterey Jazz Festival, Indycar Grand Prix of Monterey, Sea Otter Classic, Concourse D'Elegance, and the California Rodeo.

## The County

Monterey County is a general law government that provides a full range of public services, including public safety, roads and facilities, social services, administration, health services, sanitation, and leisure/recreation. The governing body is the Board of Supervisors, which is comprised of an elected representative from each of the five voting districts within the County. The Board appoints the County Administrative Officer (CAO), who oversees County operations, which includes 26 departments or agencies and 5 elected department heads. The County has over 5,400 employees with an all-funds operating budget of approximately \$1.6 billion.

The County encompasses a total land area of 3,324 square miles. There has been steady growth over the past decade and the County now has approximately 450,000 residents. About 98% of the County land area is outside of a municipality, with about 24% of the residents living in 11 unincorporated areas. The City of Salinas serves as the County seat and is the County's largest city.

## The Department

The County's newly-created Department of Public Works, Facilities, and Parks (PWFP) is responsible for public works (roads and bridges, special districts, stormwater/floodplain management, traffic engineering, and the County Surveyor), parks, and facilities owned by the County. The department delivers quality planning, design, building, and maintenance of County infrastructure and facilities; protects its natural resources; and ensures the safety, health, and comfort of the community. The assets operated and maintained for the County by the department include: approximately 1,260 miles of roads, 175 bridges, 29 traffic signals, over 2 million square feet of owned County buildings throughout the County, and over 30,000 acres of open space and park lands, to name a few of the assets. For the transportation infrastructure, this is approximately \$1.5 Billion in long term deferred maintenance, and does not include the 2017 Winter Storm and 2019 Winter Storm disaster recovery, as well as more recent damages. It also has responsibility for Capital Improvement Projects (CIPs) for most County departments. Additionally, a new priority involves transitioning overall management of the

comprehensive and complex WeatherTech® Raceway Laguna Seca contract operation from the CAO's office to the Parks Division.

PWFP is staffed with a close-knit group of experienced employees. The organization is divided into four core components: Public Works, Facilities, Parks, and Finance/Administration. Public Works, Facilities, and Parks are overseen by Chiefs who report to the Assistant Director. The department includes approximately 186 FTEs with nearly half residing in the Public Works Division.

## The Opportunity

The newly-created Assistant Director position, who will report to the Director, will have broad authority and oversight of all Public Works, Facilities, and Parks functions. The Assistant Director will be responsible for the overall management and administration of the department and will lead the development and implementation of the department's strategic plan. The Director will rely on the Assistant Director to take a significant role in new initiatives and projects for the department, including managing expected American Rescue Plan Act (ARPA) funded projects.

Additional key responsibilities include:

- Plan and prioritize large-scale capital projects.
- Manage complex, high profile and/or controversial projects; mediate differences among parties to gain concurrence and cooperation through discussion and persuasion.
- Develop internal operational plans.
- Supervise work of subordinate staff, including division chiefs and work with Human Resources to identify and oversee personnel needs.
- Recommend and assist with implementation of department-wide improvements for new services, programs, and/or major changes in service delivery methods or levels of service.
- Represent the department on various internal and external committees.

## Ideal Candidate

- **Seasoned Professional** ready to assume a leadership role and assist the department Director with managing a substantial organization.
- **Team Builder** who excels in collaborative environments and promotes an organizational culture of partnership.
- **Organization-wide Perspective** that balances momentum on large departmental projects and priorities and provides day-to-day operational oversight.

## Education and Experience

The ideal candidate will typically possess a combination of training, education and/or experience:

**Education:** Bachelor's degree in public administration, accounting, finance, economics, engineering, or a related field. Master's degree is highly desirable.

**Experience:** Five years of senior-level operations and/or project management, preferably in public works, facilities, parks, engineering, or similar subject area.

Professional Engineer (P.E.) in civil engineering is highly desirable, but not required.

## Salary and Compensation

The salary range for the Assistant Director of Public Works, Facilities, and Parks is \$149,608 to \$204,337 annually; placement within the range is dependent upon qualifications.

The County also offers a competitive benefits package, including:

- Health Insurance (medical, dental, and vision), flexible spending account, dependent care, and Employee Assistance Program
- Retirement: Enrollment in the California Public Employees Retirement System (CalPERS)
  - Classic CalPERS Member: 2% @ 55, 7% employee contribution
  - New CalPERS Member: 2% @ 62, 7% employee contribution
- Flexible work schedule available
- Paid leave: 23 days of annual leave in first year up to 37 days after 25 years, 11 holidays, 1 floating holiday; 10 days professional leave per year non-accruable
- Stipends: \$375/month automobile, \$400/year professional development, \$45.84/month management expense allowance
- Life insurance, short- and long-term disability insurance
- Deferred compensation voluntary plan

## Equal Opportunity

Monterey County is an equal opportunity employer and a drug-free workplace. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled. If candidates require special arrangements to participate in the selection process, please contact Kim Moore, Assistant Director of Human Resources at 831.755.5353.

## To Be Considered

Interested candidates should apply by Wednesday, October 20, 2021

Please contact Nancy Hetrick with Management Partners at 408-437-5400 or [nhetrick@managementpartners.com](mailto:nhetrick@managementpartners.com) with any questions.