



City of Boulder

Director of Transportation and Mobility

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UNIQUE OPPORTUNITY

The City of Boulder is internationally renowned for its commitment to sustainability and its innovation in multi-modal transportation and mobility. We are seeking a creative and agile leader to serve as the City's Director of Transportation and Mobility. This is a unique opportunity for a strong leader with a broad transportation background who thrives in a diverse and progressive environment.

THE DEPARTMENT

The Transportation and Mobility Department's functions include transportation planning, program management and outreach through the GO (Great Options) Boulder work group; transportation operations and traffic engineering; project design and construction; transportation facilities maintenance; and Boulder Municipal Airport operations.

- Planning, program management and community outreach for transportation projects and services occurs through the GO Boulder work group.
- The safe and mobile operation of the city's traffic signals, traffic control devices and multi-modal facilities occurs in the Traffic Operations work group. Operations ensures a safe and efficient multi-modal transportation system. This work group leads the Department's efforts to encourage the use of the City of Boulder's world class multimodal systems and facilities. Highlights of their accomplishments include the City's Pedestrian Crossing Treatment Installation Guidelines, used in communities across the U.S. and our recently adopted traffic signal operation practices, critical to the accomplishment of the city's Vision Zero goals.
- Project Management is responsible for the design and construction management of the transportation capital improvement program projects including the planning, design, permitting, construction and public outreach of CIP projects. In addition, the group manages major capital maintenance improvements to the roadway, bikeway and pedestrian system. Award winning projects include the Broadway and Euclid underpass project and the Diagonal Highway reconstruction.
- The maintenance and repair of city streets, bike paths, medians, underpasses and the management of contracted maintenance for state highways occurs through the City's Street Maintenance work group. This work group also responds to emergencies and maintains mobility through weather-related events, including snow and ice removal.
- The Boulder Municipal Airport is a key facility in the community. Responsibilities include airport operations, repair and renovation of associated city buildings, grounds maintenance, pavement upkeep and repairs, fueling system maintenance, snow removal, planning and management of all capital improvement plan (CIP) projects and natural resource management.



THE POSITION

The Director of Transportation and Mobility leads, plans, collaborates, directs and manages the municipal mobility system now and into the future. The position is responsible for oversight of operations, services, programs and projects of the division by developing and maintaining a safe, efficient, environmentally sound, balanced, integrated and innovative transportation system that supports all modes. This position requires an agile and responsive leader able to effectively navigate a diverse environment while serving as a resource and collaborator to City Council, the Planning Board, the Transportation Advisory Board, Public Works staff, other city employees, and the public.

The Director of Transportation and Mobility is responsible for a team of 75.91 FTE, including 2 direct reports, and manages an overall budget of over \$40 million. Direct reports include the Airport Manager and the Deputy Director of Transportation and Mobility. The Deputy Director position handles much of the day to day oversight, allowing the Director to focus on policy making, relationship building and partner collaboration and overall Department coordination.

Transportation Vision and Goals (2019 TMP)

A safe, accessible and sustainable multimodal transportation system connecting people with each other and where they want to go. Our system will:

- Be Safe
- Be Equitable
- Be Reliable
- Provide Travel Choices
- Support clean air and our Climate Commitment

For further information, please see the Transportation webpage: <https://bouldercolorado.gov/transportation>



DUTIES AND RESPONSIBILITIES

The primary areas for which the Director of Transportation and Mobility is responsible include:

- Leading the department through team development, building a culture consistent with city values, and empowering employees;
- Serving as a resource and collaborator to the City Council, Planning Board, Transportation Advisory Board, Public Works staff and other city employees, and the public;
- Providing overall leadership and management of Transportation/Mobility services, which includes supervision of the following functional areas: GO Boulder (Transportation Policy, Planning, and Programs), Transportation Operations, Project Engineering and Management, Street Maintenance (Streets, Bikeways, and Median Maintenance), and Airport Management;
- Leading a team of engineers, planners, managers and technicians to develop, manage, and implement all mobility plans including the comprehensive Transportation Master Plan and Airport Master Plan;
- Developing and administering operating and capital budgets to ensure effective and efficient expenditure of allocated funds and management of revenue collection; and
- Preparing, collaborating and supporting department participation in emergency response such as acts of nature and human caused hazards.

CHARACTERISTICS OF THE IDEAL CANDIDATE

The ideal candidate will be politically savvy with proven ability to engage staff, partner with city leaders, and develop positive relationships with the community. Collaborative skills are essential to establish relationships and positively impact stakeholders within the city organization as well as externally. The ideal candidate is innovative and flexible with a broad transportation background while possessing excellent oral and written communication skills. The City welcomes visionary leaders with strong management abilities who value problem solving, critical thinking, and diversity.

Additional characteristics being sought include:

- Demonstrated leadership and management skills, decisiveness, organizational and problem-solving skills;
- Knowledge and experience in the application of current engineering principles, practices and procedures as they apply to municipal infrastructure and service delivery with the ability to transform those practices to a changing future;
- Demonstrated verbal and written communication skills;
- Experience in developing and nurturing an effective workplace culture;
- Demonstrated history of collaboration with boards, commissions, councils, regional and agency partners, and community groups;
- Demonstrated public process and public presentation skills, including strong public communication skills and the ability to communicate complex issues with clarity;
- Broad experience with all modes of municipal transportation, including advancing innovative projects, programs and/or designs;
- Demonstrated skills facilitating the development of work plans and budget with staff;
- Demonstrated ability to identify clear standards for employee work performance, monitor work performance, track qualitative performance measures and actively seek customer feedback;
- Demonstrated ability to plan, coordinate and supervise the work of engineering and technical personnel, and provide quality control for technical work competence, responsiveness and customer satisfaction;
- Demonstrated skills in coordinating the activities of a work group with other work groups in an organization;
- Demonstrated skills in establishing and maintaining effective working relationships at all levels of the organization.



EXPERIENCE AND EDUCATION

A Bachelor's degree in a relevant discipline AND a minimum of eight years of increasingly responsible experience as a senior manager in a complex organization with thorough knowledge of innovative, sound, local government transportation experience that included transportation planning, project management, operations and maintenance. A valid Driver's license and acceptable motor vehicle record is also required.

In addition to the above, the following qualifications are **highly desirable**:

- A Master's degree and experience in a public transportation organization.
- Experience with an environmentally sensitive and/or university community.
- Experience with budget preparation, costing of services, revenue collection management and reporting and fee analysis.
- Five years progressively responsible experience in the design and administration of municipal/civil engineering projects.
- Experience with microcomputers and office software applications, data base management systems, and geographical information systems



COMPETENCIES AND PERSONAL CHARACTERISTICS

- Demonstrated skills as a highly effective leader, manager, and supervisor.
- Possesses a strong sense of personal and professional ethics; high degree of integrity.
- Exceptional interpersonal skills; able to establish and earn the trust of those he/she is working with.
- Collaborative approach; a team player who proactively connects with other leaders and stakeholders, both internal and external to the organization.
- Outstanding communication skills including the ability to convey complex issues with clarity and tailor a message to a variety of audiences.
- Creative, agile and results-oriented problem solver who anticipates change and can demonstrate situational leadership.

COMPENSATION & BENEFITS

The hiring range for this position is **\$150,000 - \$170,000**. Actual salary will be dependent on the qualifications and experience of the successful candidate. As well as offering competitive pay and a positive work environment, the City offers employees an array of benefits including excellent healthcare, generous leave accrual, an ECO pass which allows for free use of the City's top notch transit service, and Parking Cash-Out benefits in our downtown campus.



APPLICATION PROCESS & RECRUITMENT SCHEDULE

This position is open until filled. To be considered for this exceptional career opportunity, submit your résumé, cover letter, and a list of six work-related references (who will **not** be contacted without your prior approval). Résumé should reflect years **and** months of employment, beginning/ending dates as well as the size of staff and budgets you have managed. Please submit your materials to: <https://executivesearch.cpshr.us/JobDetail?ID=640>

For additional information about this position please contact:



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Candidates deemed to have the most relevant backgrounds will be invited to participate in a preliminary screening interview with the consultant. Those individuals determined to be best suited will be invited to participate further in a formal assessment process.

