



# Director of Transportation and Mobility

## UNIQUE OPPORTUNITY

The City of Boulder, internationally renowned for its commitment to sustainability, is seeking an innovative and inspiring leader to serve as the City's Director of Transportation and Mobility. This is a unique opportunity for a visionary transportation leader known for growing and developing staff.



## THE CITY OF BOULDER

Located in a picturesque valley below the iconic Flatirons, Boulder is world-renowned for its natural beauty, commitment to sustainability and progressive policies. The City hosts thriving tech and natural foods industries, supports a renowned entrepreneurial community, has some of the region's best restaurants, and is home to many federal research labs and a world-class university. No wonder this Rocky Mountain town of approximately 107,000 people is a world-class destination.

Boulder has a long history of citizen action and vision-driven planning, which has shaped the City's physical form and character, from the purchase and protection of the mountain backdrop in the late 1800s, to the creation of the country's first open space preservation tax allowing Boulder to preserve more than 45,000 acres of open space and more than 150 miles of trails for nature lovers. Today the City is well known for its leading-edge policies and practices in areas such as multi-modal transportation, historic preservation, energy efficiency and zero waste.

## CITY GOVERNMENT

Boulder is a Home Rule Municipality that is self-governed under the Constitution of the State of Colorado. The City operates under a council-manager form of government where the elected City Council sets policies and the council-appointed City Manager administers them. Volunteers appointed to serve on a board or commission help City Council examine issues and, in turn, shape the future of Boulder.

The City's website provides extensive information regarding the organization, key community issues, and current work plan priorities: [www.bouldercolorado.gov](http://www.bouldercolorado.gov)

## THE DEPARTMENT

The Transportation and Mobility Division's functions include transportation planning and operations (including GO Boulder, traffic engineering and safety), project management, transportation maintenance, and Boulder Municipal Airport operations.

- **Planning and Operations** ensures a safe and efficient multi-modal transportation system. This includes the planning, program and policy work of GO Boulder to design and encourage the use of a multi-modal systems and overseeing operations and infrastructure for traffic control. The work group also oversees the City's progress toward meeting the goals of the Transportation Master Plan.
- **Project Management** is responsible for managing the implementation of the transportation capital improvement program 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.
- **Transportation Maintenance** includes the maintenance, operations and repairs to city streets, bike paths, medians, underpasses and contracted maintenance for state highways. This work group also responds to emergencies and maintains mobility through weather-related events, including snow and ice removal.
- The **Airport** consists of 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. 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

## Boulder Vision and Values

### Vision:

Service excellence for an inspired future.

### Values:

Customer Service

Respect

Integrity

Collaboration

Innovation





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 6 direct reports, and manages an overall budget of over \$30 million. Direct reports include the Airport Manager, Principal Traffic Engineer, Principal Transportation Project Engineer, GO Boulder Manager, Transportation Maintenance Manager, and the Safety and Compliance Officer.

### Transportation Vision

*Create and maintain a safe and efficient transportation system meeting the sustainability goals of the community to accommodate increased person trips by providing travel choices and reducing the share of single occupant auto trips.*

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:

- 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;
- 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;

## 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.
- A minimum of five years progressively responsible experience in the design and administration of municipal/civil engineering projects.
- Experience with microcomputers and office software applications, database management systems, and geographical information systems

## Competencies and Personal Characteristics

- Possesses a strong sense of personal and professional ethics; high degree of integrity.
- 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 **\$115,000 - \$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:

**Retirement:** The City offers a Defined Benefit Plan (Colorado Public Employees' Retirement Association); optional PERA 401(k) and ICMA 457 Plans available.

**Life and Accidental Death & Dismemberment Insurance:** 1.5 times annual salary.

**Medical Insurance:** Three medical plan options are available for employee and dependents.

**Dental and Vision Insurance:** Available for employee and dependents.

**Annual Leave:** Annual leave starting at 11 days/year increasing with years of service.

**Sick Leave:** 14 days per year.

**Holidays:** 10 full-day holidays, 2 half-day holidays, up to 3 floating holidays (depending on hire date).

**Other Benefits:** Short and Long Term Disability; Flexible Spending Plan choices including health care and dependent care spending accounts; H.S.A accounts, with City contribution; Employee Wellness Program; Child Care Resource and Referral Program; Employee Assistance Program (EAP); Merit Program (employees eligible for annual merit review based on performance); Bus "Eco" Pass Program; Wellbeing work balance opportunities, including City provided recreation passes.

Reasonable moving expenses will be considered for the successful candidate.

## APPLICATION PROCESS & RECRUITMENT SCHEDULE

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). **Applications will be accepted until the position is filled.** 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=553>

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.

