



City of Phoenix



CITY OF PHOENIX, ARIZONA

# Director of Public Works & Director of Street Transportation

*The city is excited to be hiring Public Works and Street Transportation Director positions to join a vibrant, growing city and a great place to live, work, and play!*

# THE CITY

Over 1.6 million people call Phoenix home, where sunshine and opportunities are endless! Commonly known as the “Valley of the Sun”, Phoenix is the 5th largest city in the United States and provides a rich culture and an abundance of attractions for both residents and visitors from museums, nature parks, and restaurants to a vast network of arts, entertainment, sports, recreational and educational amenities.

Phoenix and the surrounding areas are home to several major professional sports teams to include the Arizona Diamondbacks (MLB), Phoenix Suns (NBA), and Phoenix Mercury (WNBA), Arizona Cardinals (NFL), Arizona Coyotes (NHL), and the site for the Spring Training MLB Cactus League. Phoenix also has one of the fastest growing job markets and is emerging in the new economy with strength in high technology, manufacturing, bioscience research and advanced business services. Education continues to be a primary focus as well with high-quality public schools, community colleges and universities.

With its strategic location within hours from multiple leisure destinations, Phoenix offers outstanding weather and a vibrant lifestyle, making it a great place to do business, but an even better place to live..

# THE ORGANIZATION

The City of Phoenix is a full-service city with the largest council-manager form of government in the United States, 14,500 city employees, including seven employee unions and associations, and a \$3.4 billion annual budget. The Phoenix City Council is comprised of a Mayor and eight Council members. Each council member is elected by the people from a represented council district for a four-year term. The Mayor is elected at-large. The City Manager is appointed by the Mayor and City Council and is responsible for the city's day-to-day management and operations including overseeing more than 30 departments and managing the finances and budget of the City of Phoenix.

The vision for the City is to improve the quality of life through efficient delivery of outstanding public services. The vision statement, “We will make Phoenix a great place to live, work, and visit, by fostering a dynamic and sustainable environment with exceptional public services,” continues to define and stimulate the City's growth and development. The City places a high value on being employee-friendly by striving to be the local market leader for employee compensation and benefits, honoring all cultures and lifestyles, leading the way to be innovative and progressive, and creating a workplace that focuses on customer service excellence both internally and externally to become an “employer of choice”.

## BUILDING THE PHOENIX OF TOMORROW

*The City Manager has identified the following goals for 2023:*

**Financial Excellence** – Achieve financial excellence by ensuring the City Manager's Budget supports the priorities and goals of the City of Phoenix and our community.

**Process Improvement and Efficiency** – Implement process improvement and efficiency measures throughout the organization including the creation of a new citywide strategic plan.

**Community Safety** – Enhance Community Safety utilizing a multi-faceted approach that best serves our diverse community.

**Homelessness and Affordable Housing** – Develop innovative approaches to address homelessness and affordable housing challenges.

**Major Events and Economic Development** – Host successful major events and pursue other opportunities that highlight the City of Phoenix.

**Data Driven** – Focus on data-driven, outcome-based services for ongoing and new programs.

**Water Resiliency** – Develop a comprehensive Water Resiliency strategy.

To learn more, go to:

<https://www.phoenix.gov/>





*It is an exciting time to work for the City of Phoenix! For the first time since 2006, a proposed General Obligation (GO) Bond program of \$500 million was approved by Mayor and Council. Voters will decide during a Special Election in November 2023 whether or not to adopt the GO Bond Program. GO Bond programs will be essential in funding the critical infrastructure and rehabilitation needs of City facilities such as parks, libraries, fire and police stations, affordable housing, streets, and storm drains. To learn more about the proposed GO Bond Program visit: <https://www.phoenix.gov/bond>*

## POSITION OVERVIEW

The City of Phoenix is looking to hire Directors for the Public Works and Street Transportation departments due to retirements. These executive-level positions will oversee either Public Works, Street Transportation and/or Solid Waste. Under the direction of the Deputy City Manager, the Directors will be responsible for determining major departmental policies, planning long-term programs, resolving difficult administrative problems, and managing the departmental budget. These positions will delegate considerable authority for the performance of technical and day-to-day administrative activities to respective Assistant and Deputy Directors since the major emphasis of this role is on overall leadership and coordination. The work culture for these departments is founded on delivering high quality services with strong customer satisfaction, as well as continuously striving for efficiency in city operations. The Directors will foster a commitment to create and promote a more resilient Phoenix community and to collaborate with organizations and businesses to develop a robust sustainable economy.



The Director of Public Works oversees the procurement, management, and maintenance of the City's fleet of equipment, construction, maintenance, operation of City-owned facilities, electrical and mechanical systems, and custodial service contracts. The Director will also manage the implementation of an asset management system for all city facilities and amenities.

Currently located in the Public Works Department, the Solid Waste division provides all residential solid waste collection and disposal activities including recycling and household hazardous waste programs, and the transfer station operation. The division is responsible for maximizing the utilization of available financial resources through appropriate allocations of staff and equipment services, as well as ensuring the department addresses maintenance service, solid waste inspections, recycling and refuse collection, and disposal problems. The Director will be instrumental in leading the City's Zero Waste 2050 initiatives. This position will oversee nearly 1,100 full-time equivalent positions and an annual operating budget of over \$210 million.

The Director of Street Transportation is responsible for planning, directing, and coordinating activities related to the street and freeway transportation program; capital improvement planning for street and storm water design and construction management; street maintenance; traffic engineering; traffic signal construction and maintenance; traffic safety coordination; and floodplain management. The Director will also oversee the Vision Zero Roadway Safety Plan. Prior experience working with intelligent transportation systems (ITS) to obtain real-time data is desired but not required for this role. The offices of the City Engineer also report to the Director. This position will oversee a total of 743 employees and an annual budget of \$124 million.



## CHARACTERISTICS OF THE IDEAL CANDIDATE

These roles require emotionally intelligent leaders to effectively guide and manage diverse, high-performing staff, along with prior experience working with full-service cities of similar size and complexity. The ideal candidates must have the ability to respond strategically and tactically to the City's challenges or shifting priorities and will not buckle under pressure. The successful candidates must be bridge-builders who embrace collaborative partnerships, encourage community engagement, and are not afraid to dream big and challenge the status quo for future growth in Phoenix.

The ideal candidates shall be organized and fiscally responsible decision makers that are dedicated to the improvement of City services across all sectors of the community with an emphasis on customer service excellence and operational efficiency. It is important that these roles are able to establish clear lines of communication with public utility agencies and external partners to coordinate efforts for all community activities and construction projects to limit the impact on the residents and public roadways. These roles will be extensively involved in emergency management operations and adverse weather situations, as well as collaborating with other departments and community groups for major special events hosted in Phoenix, which require "all hands-on deck" for the safety and security of residents and visitors. It is imperative that the new Directors create a positive atmosphere for employees in the organization and adhere to the highest ethical and moral standards, display transparency, and commitment to PHXRespect.





**The ideal candidates for the next Directors in these departments shall have the following core competencies:**

- » **Politically Astute / Community Collaborator** – Successfully engages with the city leadership, elected officials, senior management, external stakeholders, labor partners, and civic leaders; maintains positive, productive community partnerships and collaborations; serves as the City's liaison with MAG, County, State, Federal transportation, and flood control agencies.
- » **Communication Skills** – Listens intentionally to understand the needs, intentions, and values of others; is an outstanding written and verbal communicator with exceptional interpersonal, analytical, negotiation, and presentation skills; handles sensitive situations with tact, diplomacy, and a calm demeanor; effectively communicates and connects with people at all levels within the organization including field staff, engineers, department heads, City Management team and City Council, as well as the public.
- » **Financial Acumen** – Ensures innovative revenue development strategies; adhere to generally accepted accounting principles, and related budget and financial matters; effectively manages the allocation of resources; understands and can manage operations within budget constraints.
- » **Strategic Thinking & Foresight** – Has the patience and perseverance to foster and implement the mission, vision and direction of the City; seeks “best practices” and trends for continued growth and relevance; develops short and long-range achievable goals and works strategically to achieve them; makes informed and sound decisions; is able to adapt to ongoing challenges and capable of pivoting and re-directing when necessary; provides direction by clearly and effectively setting courses of action; is a talented problem solver.

## QUALIFICATIONS

**Director of Public Works:** Candidates shall have a bachelor's degree in engineering, supplemented by courses in public or business administration, environmental health, or a related field. Five years of administrative and supervisory experience involving a variety of maintenance management with a medium to large scale organization in public works and/or maintenance management experience in solid waste collection and disposal activities with a medium to large scale organization.

**Director of Street Transportation:** Candidates shall have a bachelor's degree in civil engineering with related coursework in traffic engineering, highway design and engineering, or materials management. Five years of experience managing a medium to large scale organization oriented towards public works, engineering, traffic engineering or a similar function, including at least three years of experience at a policy determination level. Candidates must also be registered as a Professional Engineer in the State of Arizona. Out-of-state candidates will be provided with a specified time frame to obtain their registration in the State of Arizona.



# COMPENSATION AND BENEFITS

**Salary is up to \$228,758 annually** and will be commensurate with the qualifications and experience of the successful candidate. The City contributes 9% of salary into 457/401(a) plans with no matching required. \$5,400/annual car allowance and \$1,440/annual cell phone allowance. ***The selected candidate will be required to reside within Phoenix city limits within 24 months after the date of hire.***

## **A comprehensive Executive benefits package is offered which includes:**

Traditional pension with employer and employee contributions; choice of medical HMO, PPO, HDHP/HSA plans; wellness incentive of up to \$720 annually; dental; vision; life insurance; long-term disability; medical enrollment includes a monthly \$150 City contribution to a Post-Employment Health Plan; bus/light rail pass; tuition reimbursement; paid time off includes 12.5 paid holidays, 12 vacation days, 15 sick days.

For more details, visit: <https://www.phoenix.gov/hrsite/Benefit%20Category/010.pdf>

# APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (who will not be contacted without prior notice) by **Friday, July 28, 2023**. Please submit your materials to: <https://www.cpshr.us/recruitment/2224>.

For additional information about this position please contact:

KYLIE WILSON

Senior Executive Recruiter

Email: [kwilson@cpshr.us](mailto:kwilson@cpshr.us)

Website: [www.cpshr.us](http://www.cpshr.us)



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 with the city. ***This is a non-classified position and not covered under the civil service rules. This recruitment and any interview process resulting from this recruitment may be used to fill any related current or future vacancies.***

