

COUNTY OF SONOMA

DEPUTY DIRECTOR

ENGINEERING & MAINTENANCE
AND
TRANSPORTATION & OPERATIONS

ANNUAL SALARIES \$143,385 - \$174,316

PLAN | BUILD

MANAGE | MAINTAIN

THE COUNTY OF SONOMA

The County of Sonoma offers a rare and compelling array of scenic, recreational, and geographic characteristics that include over 200 award winning wineries, majestic redwoods, inspiring coastline and beaches, and the vibrant Russian River. Encompassing over one million acres of land and water, rich with agriculture, parks, campsites, lakes, and open spaces, the County is home to over 500,000 residents and offers a wide variety of art and music festivals, farmers' markets, and concert venues. Local schools continually rank high on California's Academic Performance Index, and the Santa Rosa Junior College and Sonoma State University offer higher education opportunities.

The County of Sonoma is a general law county, governed by a five member Board of Supervisors. The Board is fully committed to a mission and vision which value high quality services that support and enrich the community, strong leadership, engaged citizen participation, transparency and accuracy in information, and efficient and fiscally sustainable government. The County Administrator leads a team of dedicated department heads who work collaboratively to address and strategically prepare for County initiatives and challenges. The County has 28 departments, agencies, and special districts, and employs over 4,000 regular employees with an annual budget of approximately \$1.63 billion for fiscal year 2018-2019.

Please visit sonomacountyconnections.org for more information about Sonoma County, the place to live, work, and build your career.

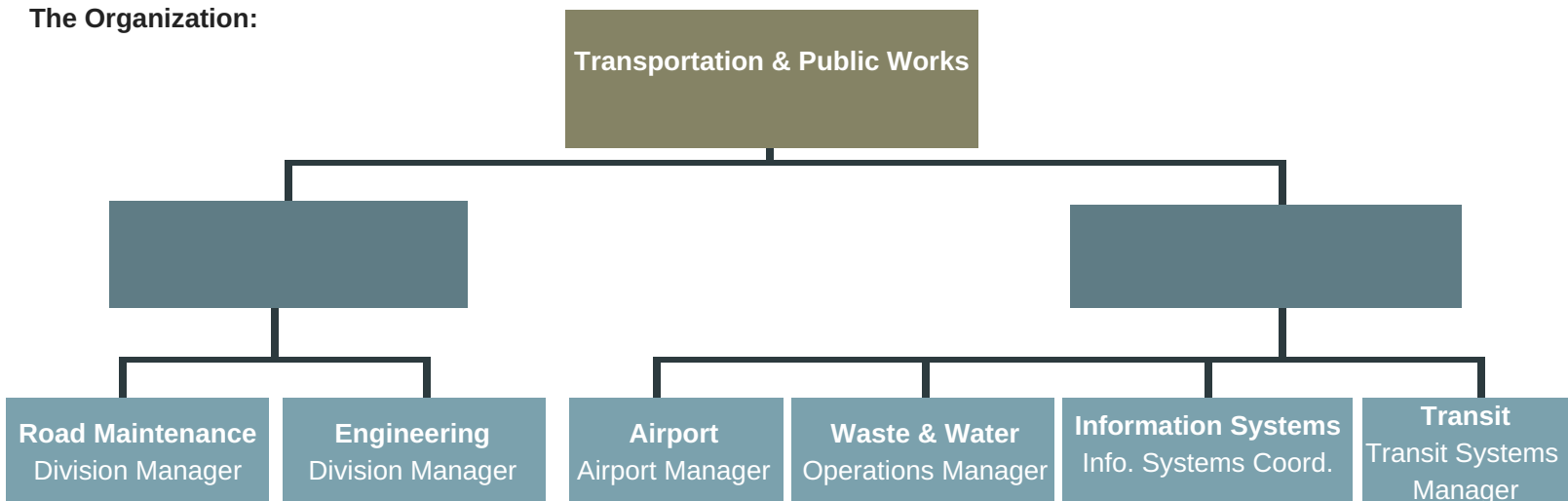
THE TRANSPORTATION AND PUBLIC WORKS DEPARTMENT

Leading the way in maintaining a safe and sustainable community through stewardship and innovation.

The Transportation and Public Works (TPW) Department plans, builds, manages, and maintains the County of Sonoma's investment in critical services and quality infrastructure. TPW's multiple Divisions are dedicated to providing construction and maintenance services throughout the community:

- Airport - operates and maintains airfield facilities for general and commercial services as well as corporate, recreational, law enforcement, emergency medical transport, and firefighting aircraft
- Integrated Waste (Refuse) - provides ecologically sound solid waste disposal, natural gas recovery, recycling, community hazardous waste disposal, and composting programs to the County
- Roads - performs design, construction, and maintenance of all roads, bridges, and minor drainage systems within the County road system, and keeps roads open and safely passable for the public
- Transit - delivers cost effective public transportation services to meet the public's transit needs
- Water Systems - operates, maintains, and improves the Fitch Mountain, Salmon Creek, Freestone, and Jenner water systems

The Organization:



THE DEPUTY DIRECTOR POSITIONS

The Deputy Directors are responsible for assisting in the formulation of TPW's long-range goals through the development and implementation of policies, procedures, and plans. These positions use considerable independent judgment and discretion in staff supervision and in delegating administrative and management duties, including the prioritization and coordination of department mandates, goals, and objectives. Each Deputy Director provides direction to and supervises staff in areas of financial and program management as well as personnel management, including selection, development, evaluation, promotion, assignment, disciplinary action, and training.

They are also responsible for reviewing and evaluating programs in order to anticipate future needs; coordinating the activities of their assigned sections with other governmental agencies, public utilities, contractors, and private organizations; and assisting in the preparation of the departmental budget. Additionally, each Deputy Director will discuss and explain the Department's plans, programs, and projects at public meetings as well as administrative and legislative hearings. They may serve as members of various committees, and act for the Director of Transportation and Public Works during periods of absence.

THE DEPUTY DIRECTOR ENGINEERING & MAINTENANCE

The Deputy Director Engineering & Maintenance provides oversight of the day-to-day operations of engineering, maintenance, and engineering divisions, which include traffic, construction, design, survey, land development, and materials lab. This position requires extensive knowledge of state and federal laws related to the engineering, surveying, drafting, and right-of-way requirements of public works projects.

Minimum qualifications for this position require possession of a valid certificate of registration as a Civil Engineer issued by the State of California Board of Registration for Professional Engineers and Land Surveyors; and five years of full-time, professional engineering experience, including at least two years in an administrative or supervisory capacity.



THE DEPUTY DIRECTOR TRANSPORTATION & OPERATIONS



The Deputy Director Transportation & Operations provides oversight of the day-to-day operations of the airport, integrated water and waste systems, and transit divisions, and the department's IT systems. This position requires extensive knowledge of the state and federal laws related to the transit, integrated waste, and airport operations requirements.

Minimum qualifications for this position include five years of full-time professional public works management experience, including at least two years of experience equivalent to a public works division manager with Sonoma County in the areas of recycling, marketing and solid waste management, transit, transportation planning or transportation engineering, or airport facilities management experience.

THE IDEAL CANDIDATES



The ideal candidates for these positions are creative and innovative thinkers who are excited by the prospect of change, and the challenge of managing a large variety of complex projects. Individuals selected for these position will possess the following competencies, skills, and abilities:

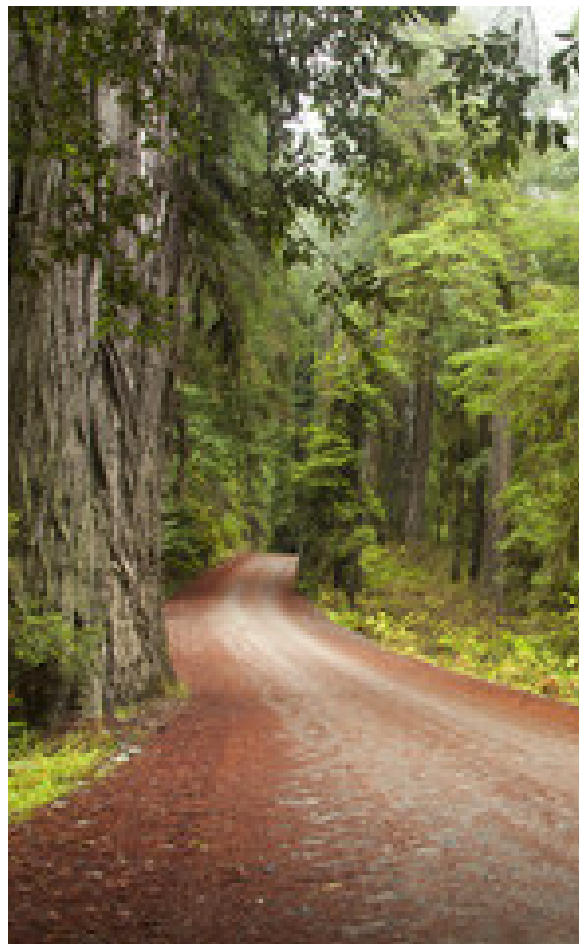
- A thorough understanding of the current issues related to California governmental transportation
- Experience working with the principles of project budgeting, financial management, and revenue generation
- Extensive knowledge of the engineering, maintenance, and/or operation of large-scale public works projects, including state and federal laws related to public works projects
- Demonstrated experience developing creative and alternative solutions to administrative, management, and fiscal challenges
- Considerable independent judgment and discretion in staff supervision and delegated administration and management, including the prioritization and coordination of Department mandates, goals, and objectives
- Excellent interpersonal and communication skills with a proven ability to effectively manage supervisors, lead teams, and collaborate with multiple agencies and the public

THE BENEFITS

The County of Sonoma offers a competitive total compensation package. Salary is \$143,385 - \$174,316 and will depend on experience and qualifications. Sonoma County also offers the following:

- **Paid Time Off:** Competitive vacation accrual and additional management leave annually; 12 paid holidays and an additional 8 floating holiday hours per year; generous sick leave accruals and 100% of accrual balance converted to service credit at retirement
- **Paid Parental Leave:** May be eligible for up to 8 weeks (320 hours) of Paid Parental Leave after 12 months of County employment
- **Health Plan:** A wide variety of high quality health plans options (PPO, EPO, three HMO's, and several deductible first/high deductible HMO's) with a County contribution toward the monthly premium of approximately \$500 per month
- **Excellent dental, vision, disability, life insurance, professional development and more:** Additional details for management employees may be found at sonomacounty.cagov/HR/Employee-Relations/Labor/Salary-Resolution
- **A cash allowance (in addition to monthly salary):** of approximately \$600 per month. An additional cash contribution of \$342 per pay period, estimated to end 07/10/19*
- **IRS 457 Plan:** Pre-tax employee contribution up to the IRS annual maximum
- **Retiree Medical:** County contribution to a Health Reimbursement Arrangement to help fund postretirement employee health insurance/benefits

Important Note: Benefits described herein do not represent a contract and may be changed without notice.



THE SELECTION PROCESS & KEY TENTATIVE DATES

- September 17, 2018 – Final filing date
- October 2018 – Top candidates invited to department interviews

This timeframe has been established to assist candidate with arranging availability; however, these dates are tentative.

TO APPLY

To be considered for these exciting career opportunities, please submit online application(s) and your response to the supplemental questions by the final filing date. Your materials should focus on your experience as it relates to the "Ideal Candidate" profile and the listed necessary requirements. Should you wish to be considered for both the Deputy Director Engineering & Maintenance and the Deputy Director Transportation & Operations positions, please submit separate applications at governmentjobs.com/careers/sonoma

Questions can be directed to:

Colleen Goetz, Human Resources Analyst
County of Sonoma Human Resources Department
575 Administration Drive, Suite 116-B
Santa Rosa, California 95403
Telephone: 707-565-1701
Facsimile: 707-565-3770

For additional information about the County, please visit:

sonomacounty.ca.gov
sonomacounty.ca.gov/Transportation-and-Public-Works

The County of Sonoma is committed to a policy and actively pursues a program of equal employment and non-discrimination.



PLAN



BUILD



MANAGE



MAINTAIN

