



SRTC

SPOKANE REGIONAL TRANSPORTATION COUNCIL

WASHINGTON

EXECUTIVE DIRECTOR

\$100,500 - \$132,500

Plus Excellent Benefits

Apply by
March 12, 2017
(open until filled)

***P*ROTHMAN**



WHY APPLY?



Located in Spokane, Washington, Spokane Regional Transportation Council is the Metropolitan Planning Organization for the Spokane urbanized area. With an urbanized population of 384,000, SRTC also serves as

the regions federally-designated Transportation Management Area, as well as the designated Regional Transportation Planning Organization for Spokane County, facilitating the integration of urban and rural transportation planning. Spokane is located in Eastern Washington and averages over 260 days of sunshine each year! Spokane prides itself on quality neighborhoods and schools, along with strong business and retail centers.

If you are a self-driven professional who wishes to work with SRTC and its cohesive board to take an already fiscally strong and well-managed organization to the next level, this is an ideal opportunity to work and make a difference in one of the most beautiful regions in the Pacific Northwest.



THE REGION

Spokane offers the perfect blend of unique attractions, proximity to the outdoors, fine arts, hip nightlife, world-class dining, shopping and big-name entertainment. The area offers affordable housing, and boasts events such as Bloomsday, one of the largest running events in the world, Hoopfest, the largest 3-on-3 basketball tournament, and the NCAA tournament, which Spokane is proud to host.



Spokane and the surrounding area provides five ski resorts, more than 75 lakes, 40 golf courses, and many hiking and biking trails within an hour's drive, leading residents to enjoy year-round outdoor recreation opportunities. The area enjoys over 130 local parks including Riverside State Park, a 14,000-acre park along the Spokane and Little Spokane rivers that offers camping, picnicking, swimming, fishing and boating, and Manito Park, a 90 acre park with spacious manicured lawns, playgrounds, walking and biking paths, flowers, topiary shrubs, a greenhouse conservatory and multiple picturesque gardens. As well, the Spokane Centennial Trail boasts 37 miles of paved path running along the Spokane River from the Idaho state line (three miles from Spokane border) to Nine Mile Falls, located west of the City of Spokane.

The region is home to more than four major public facilities, including Spokane Veterans Memorial Arena, the Spokane Convention Center, the Spokane Opera House, and the Spokane County Fair and Expo Center. Spokane Veterans Memorial Arena has a seating capacity of 14,000 and hosts the Spokane Chief's hockey team, the Spokane Empire indoor football team, and various concerts and events throughout the year. The Spokane Convention Center was recently expanded to more than 650,000 square feet, and is the regions premier choice for conventions, consumer shows, banquets, meetings and social events.

Excellent educational opportunities are provided by Spokane Public, Mead, Central Valley, East Valley and West Valley School Districts; as well as numerous outstanding private schools in the area. Higher education is well represented in the region by Gonzaga University, Eastern Washington University, Washington State University, Whitworth University, and the Community Colleges of Spokane.

THE ORGANIZATION

The STRC is located in the historic Paulsen Center in Spokane's vibrant downtown core, central to local housing, schools, and the University district. SRTC is directed by a board of elected officials, transportation model leaders and business/citizen representatives. SRTC employs a staff of transportation professionals who plan for the region's accessibility and mobility. Staff members work to collect transportation data, project the need for infrastructure, and prioritize projects based on available funding.

As a local intergovernmental agency, SRTC encourages coordination and collaboration between planning and transportation departments at the organizations partner agencies, including the City of Spokane, Spokane Valley, Spokane County, the Washington State Department of Transportation, Spokane Transit, and regional small cities and towns in order to assure connectivity throughout Spokane County, the State of Washington, and the Inland Northwest.

SRTC's area of responsibility includes all of Spokane County. Services SRTC offers include census information and analysis, air quality conformity and analysis, historical traffic count data analysis, transportation concurrency review or analysis, geographic information services such as mapmaking and demographic analysis, transportation analysis zone data, and travel demand forecasting. In addition, SRTC performs planning functions for other modes of transportation beyond the formal planning process for road improvements. SRTC also undertakes special studies to remedy specific transportation issues, promote changes in the community, plan for transit services for the disabled and transportation disadvantaged or other tasks as directed by the SRTC board.



SRTC has an annual budget of \$1.4 Million, and employs 11 FTE's including the Executive Director, an Administrative Services Manager, Information Technology Manager, three Senior Transportation Planners with a combined 50 plus years of transportation planning experience, one Associate Transportation Planner, two Geographic Information System Analysts, one Communications Coordinator, and one Administrative Assistant. Revenues to operate the Council are comprised of 77% federal funding, 10% state funding, and 13% local funds.

THE POSITION

Under the policy direction of the SRTC Board, the Executive Director serves as the chief executive of the organization. The Executive Director provides strategic and tactical leadership to organize and direct transportation planning activities, administrative operations, and regional coordination. As well, the Executive Director directs the preparation, review, approval and maintenance of complex and specialized planning records and reports for compliance with applicable laws, rules, and regulations as required by local, state, and federal requirements, and is responsible for effectively managing competing community-based and multi-jurisdictional transportation interests where transportation initiatives have far-reaching economic, social, environmental and political implications.

Responsibilities include:

- Develops short and long term strategic, operational and fiscal plans.
- Provides managerial leadership and direction to ensure the effective operation of the agency in conformity with applicable laws and regulations.
- Provides strategic direction in leading the development of plans, reports, policies, procedures, and programs necessary to fulfill the agency mission.
- Assists the Board in identifying and pursuing emerging policy strategies and funding opportunities.
- Stays abreast of proposed legislative and regulatory changes at the state and federal levels.
- Shares information and strategies with designated lead staff to enable them to implement SRTC plans and policies in the absence of the Executive Director.
- Maintains positive partnerships and communication with local, state, and federal agencies.
- Represents SRTC at public events, legislative hearings, citizen forums, and similar events. Makes presentations to civic groups, governmental advisory commissions and boards, and other forums.

- Fosters high staff morale and team development. Coaches, advises and directs staff in the conduct of agency programs. Develops staff capabilities and quality.
- Coordinates with a broad range of external agencies to ensure transportation planning is integrated with other planning initiatives including land use, housing, environmental, and economic development.
- Leads efforts to build a meaningful policy dialogue with internal and external audiences. Demonstrates access and responsiveness to the interests of a wide variety of public stakeholders, constituents and transportation users.
- Oversees the development and administration of contracts and agreements with partner agencies, private contractors, and service providers.
- Shares information and strategies with staff. Is accessible to and supportive of staff, focusing their attention and efforts on the implementation of plans and policies and the administration of the SRTC.



CHALLENGES & OPPORTUNITIES

- 1. Updating Horizon 2040**, which is the Comprehensive Transportation Plan for Spokane County.
- 2. Coordination, planning and funding for major infrastructure projects** is important to the livability and economic development of Spokane County.
- 3. Planning for the future of transportation** that could include ride sharing, self driving cars and other modes of transportation that enhance the quality of life in the region.
- 4. Prioritize funding** to meet all of the partners needs as identified as outcomes in the Comprehensive Transportation Plan.

IDEAL CANDIDATE

Education and Experience:

- A Bachelor's degree in Planning, Engineering, Business, Public Administration, Economics, or a related field is required. A Master's degree in the above areas is strongly preferred.
- Five years of progressively responsible managerial experience in transportation planning or a related field with senior management experience is strongly preferred.
- Must have a valid Washington State drivers license, or the ability to obtain one by time of hire.

Necessary Knowledge, Skills and Abilities:

- Experience in a multi-stakeholder environment that includes elected officials, appointed officials and public/private interests and the demonstrated ability to be strategic and flexible is important.
- The ideal candidate will be personable, friendly, approachable, and engaging.
- Candidates must be able to demonstrate through professional experience and knowledge, the ability to present new concepts and policy recommendations and to lead implementation efforts.
- Extensive knowledge of modern principles and practices of organizational leadership, management and ethics.
- Strong writing and oral communication skills, with the ability to translate complex information to the Board and to the public.
- The ability to establish and maintain effective working relationships with the Board, staff, member agencies, private organizations, & the public.
- Knowledge of regional transportation planning issues, and the aptitude and desire to be a leader, negotiator, and consensus builder.
- Experience in providing strategic direction to lead the development of plans, reports, policies, procedures, and programs.
- Must have Metropolitan Planning Organization experience with transportation planning responsibilities.
- Demonstrated experience as a visionary leader who can articulate and guide staff, elected officials and agency representatives to achieve outcomes relating to that vision.
- The ideal candidate will be an advisor and consultant to the Board on transportation planning issues, and will use regular interaction with the board members to keep them informed on issues and programs of the agency.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.



COMPENSATION & BENEFITS

- **\$100,500 - \$132,500 DOQ**
- Medical, Dental, and Vision coverage
- Life insurance
- Washington State PERS Retirement
- Paid Vacation & Sick Leave
- 12 Holidays
- Relocation Expenses Negotiable

**Please visit:
www.srtc.org**

The Spokane Regional Transportation Council is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 12, 2017** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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