

Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA)

Executive Director

About MAPA and the Region We Serve

The Greater Omaha-Council Bluffs region is a growing economic hub home to high-quality universities, medical centers, Fortune 500 companies, and expanding entrepreneurial and technological landscapes. The MAPA region spans two states and six counties, including urban, suburban, exurban and rural settings. Anchored by a strong history of infrastructure dating back to the Transcontinental Railroad, the region continues to grow at a healthy rate, due to low unemployment and cost of living, quality amenities and a family friendly culture. Omaha is the 40th largest city in the United States, and the metropolitan area is expected to eclipse one million residents within the next few years.

From Olympic Swim trials to the College World Series, from concerts to conventions and festivals, to the world class Henry Doorly Zoo, the region draws visitors from around the world to experience its rich culture in sports and arts.

Development continues to expand on both the Nebraska and Iowa sides of the Missouri River and in the downtown areas of Omaha and Council Bluffs, as well as suburban communities in the region. Efforts to revitalize smaller, rural communities are taking off too. This added growth creates increased demands on infrastructure, housing, and natural resources. With its technical expertise in regional planning and its role as a convenor and collaborator, the Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA) helps communities plan for their growth and a thriving future.

MAPA is a regional Council of Governments. It was created by local governments in 1967 to serve as the regional planning agency for the greater Omaha-Council Bluffs area. MAPA's six county services area covers Cass, Douglas, Sarpy and Washington Counties in Nebraska, and Mills and Pottawattamie Counties in Iowa.

MAPA is led by a 79-member Council of Officials, all of whom are appointed by local governments, which meets quarterly and sets overall policy for the agency. A nine-member Board of Directors comprised of elected officials meets monthly to carry out those policies and oversee agency activities.

MAPA is able to fill in gaps that perhaps no one else can fill easily as connectors, facilitators, and as a resource for funding, management, and policy counsel.

Specific initiatives include Heartland 2050. The Heartland 2050 Vision is a community-driven effort, with stakeholders from across the region, working toward a common vision for the Omaha-Council Bluffs area. Through Heartland 2050, MAPA researches, plans and engages the public in discussions on housing, infrastructure, and natural resources, which are coordinated with key strategic partnerships, and collaborations including [ConnectGO](#) and [Metro Smart Cities](#).

MAPA is the Transportation Management Area (TMA/MPO) for Douglas, Sarpy and Western Pottawattamie counties, and serves as a single voice for transportation planning in the region. MAPA provides assistance to communities with grants, planning, housing and other technical assistance related to community and economic development. MAPA works to provide professional data, mapping and research for the Greater Omaha Region.

MAPA's Mission & Purpose:

MAPA exists to provide local governments with planning and technical support, thinking regionally and long-range on the core issues that impact the vibrancy of the Greater Omaha-Council Bluffs Area.

MAPA's Roles:

- **Trusted facilitator** – MAPA has earned the trust of various public and private stakeholders and decision-makers as an objective party able to bring various other parties to the table.
- **Trusted resource** – MAPA has earned a reputation as data and process driven, able to bring forth thoughtful analysis that helps frame and steer important decisions.
- **Long-range view** – MAPA is uniquely well-positioned to take the long view on key topics that affect the vibrancy of the region and has an opportunity to speak to the big picture and the future vision in ways that feel more urgent, attainable, and incremental, with critical milestones within reach.
- **Regional view** – MAPA is uniquely well-positioned to look at core issues from a regional perspective and take a leadership position in agenda-setting and issues framing.
- **Elevated profile** – MAPA has increased its public profile steadily, particularly through its work with Heartland 2050, transportation and disaster recovery. It is well-positioned for thought leadership on its core areas of impact, including infrastructure, housing and development, and natural resources
- **Mission-driven culture** – A theme of steadfast commitment, passion for the community, and a belief in both long range planning and everyday attention to detail permeates the MAPA organization, from top to bottom.

Position Summary:

The Executive Director provides leadership, oversight and direction for all operational functions of the Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA). This position reports to the MAPA Board of Directors and is responsible for providing assistance and professional recommendations on fiscal matters including the preparation of the annual budget, policy considerations, strategic planning, local and regional transportation and community development initiatives, and legislative issues and activities. The Executive Director represents the agency at meetings, conventions, and other forums to promote and explain agency mission and objectives. This position is responsible for ensuring that the agency maintains federal certification and provides leadership and consultation to governmental agencies, the business community, private organizations, the news media and public to explain and resolve complex issues and to coordinate activities related to the transportation system, land-use, and development.

Essential Job Duties Include:

- Plans, organizes, and supervises the implementation of programs and policies adopted or approved by the Council or Board.
- Maintains cooperation, coordination and communication among member jurisdictions, elected officials, and the public. Maintains clear, effective communication, both verbal and written, with the Council, Board, staff and public.
- Directs and oversees the development, communication and advancement of program activities through interaction with advisory committees, community organizations, planning professionals, elected officials and the public.

- Oversees external communications and activities to meet the goals of the organization. Responds to questions from news media, stakeholders and residents. Liaison with members and other organizations.
- Supports and promotes agency activities by responding to public inquiries, attending community functions and representing the organization at various functions.
- Oversees all financial activities and financial management. Assumes responsibility for operating within adopted budgeted limits. Anticipates and plans for future budgetary and program needs.
- Responsible for securing revenues sufficient to carry out the agency Work Program approved by the Council or Board.
- Selects, directs and develops staff necessary to carry out agency programs. Oversees compensation and implements the personnel and administrative program. Creates a climate of positive leadership that provides challenge and motivation for employees.
- Advises the Board and Council of new and impending state and federal legislation and other developments that enhance intergovernmental cooperation or benefit individual jurisdictions.
- Provides direction to ensure the accurate and timely completion and submission of essential planning documents including the Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and the Long Range Transportation Plan (LRTP) Comprehensive Economic Development Strategy (CEDS) and other planning documents in accordance with required deadlines.
- Directs and oversees the development, communication and advancement of program activities through interaction with advisory committees, community organizations, planning professionals, elected officials and the public.
- Provides direction and support for agenda development, determination of required materials and meeting participation for the MAPA Board and the various advisory committee meetings and other subcommittees and working groups as needed.
- Provides technical and advisory guidance to the various advisory committees and conducts briefings with the MAPA Board members as requested.
- Oversees and directs agency studies and projects, and makes staff assignments to ensure effective, professional project management and execution.
- Participates in program related training, conferences and special events.
- Provides other organizational support as required.

The duties and job functions listed may not encompass all activities and will include other duties as required.

Job Requirements: (minimum educational background, work experience, technical skill, human relations skills, etc. required to perform the job. Should relate to job responsibilities, as applicable.):

- Master's Degree in Planning, Public Administration, or related degree
- Minimum of 10 years of experience in progressively responsible position sufficient to indicate the ability to carry out the responsibilities of this position as well as the expertise to handle sensitive information
- Experience directly supporting executive level management preferred
- Requires a technical aptitude with at least some of the following fields: public administration, transportation planning, community development, economic development, funding, and statutory compliance
- Highly organized individual who takes pride and ownership of work preferred.
- Must be a self-starter and problem solver and be able to work independently in a team atmosphere with minimal supervision.
- Outstanding interpersonal communication skills.
- Strong network of relationships in the region, or the demonstrated ability to develop a network.
- Ability to work in a harmonious relationship with staff members and the community.
- Desired candidate will have a servant leadership philosophy
- Assure quality in work performed in order to facilitate the delivery of quality services.
- Follow applicable professional code of ethics.

Compensation & Benefits:

The starting salary ranges from \$100,000 - \$150,000 annually, depending upon qualifications and experience. This is a full time exempt position. MAPA offers generous employee benefits as well as a flexible, supportive, and family friendly work environment and a commitment to ongoing professional development. Our office is located close to downtown Omaha, in a transit-oriented and bicycle-friendly environment. MAPA reserves the right to hire at an appropriate level. MAPA is an Equal Opportunity Employer (EOE).

How to Apply:

Applications will be reviewed on a rolling basis. Interested candidates should apply online by clicking on the “Apply Now” link below. Candidates must submit a cover letter and resume with their application. Resumes and applications will be accepted through Sunday, June 13, 2021.

A blue rectangular button with the text "APPLY NOW" in white, uppercase letters.

More details on MAPA can be found at: mapacog.org

If you have any questions please contact:

Christina Brownell | Executive Administrator | Cbrownell@mapacog.org