



Executive Director

(Senior Administrator for Public Works, Parks and Recreation, and Real Estate and Asset Management)

City of Mobile, AL

Position Description:

Under the administrative direction of the Mayor, this position is responsible for planning, organizing, directing, monitoring, and measuring performance of the following departments: Engineering, Sanitation, Streets, Fleet Management, Real Estate and Asset Management, and Parks and Recreation. These departments have a combined annual operating budget of approximately \$52 Million with an additional \$25 Million annual budget for capital improvements. Supervision is exercised over Senior Directors and other managers as assigned.

Background:

Known for its historic neighborhoods, streets lined with massive live oaks, and thriving aerospace and maritime industries, Mobile, Alabama is a mid-sized coastal city - encompassing an area of 140 square miles with a population of approximately 200,000 residents (600,000 in the greater metropolitan area).

The City Administration and City Council have a shared goal to provide high-quality infrastructure, facilities and services to the citizens of Mobile. In 2016, they worked together to develop Mobile's first multi-year Capital Improvement Plan (CIP). This initial 3-year CIP dedicated \$63 Million to infrastructure improvements across the City. The City has recently developed the 2019-2023 CIP that will allocate \$105 Million towards additional capital improvement projects.

The City has also been successful in leveraging funds to execute several transformational projects. In 2016, the Mobile was awarded a \$14.5 Million TIGER grant that – combined with \$7 Million of City and State funding – will reconstruct a primary downtown corridor to facilitate economic development and multi-modal transportation. In 2018, Mobile was awarded nearly \$35 Million in RESTORE Act funding to build a 12-mile, greenway trail along Three Mile Creek, improve water quality in local waterways, advance stormwater mapping and resiliency planning and reconstruct infrastructure along St. Louis Street (Mobile's Downtown technology corridor).

In addition to the increase in dedicated capital dollars, the City has worked to develop a new comprehensive plan – Map for Mobile. This public-input-based document articulates goals and priorities that will help shape the long-term growth of the community. Mobile is now using this plan as a guide for capital improvement prioritization and as the basis for the current efforts to completely overhaul the City's zoning ordinances.

With a renewed dedication to properly resourcing capital and organizational needs, the City is strategically investing a myriad of resources to support Mobile's growth and development goals and is looking for a highly-motivated and passionate individual to help lead this effort.

Essential Functions and Duties:

- Supervise, train, and evaluate the work of assigned departments and divisions.
- Plan, administer and implement annual department budget.
- Oversee implementation of key projects and initiatives.
- Develop and administer policies and procedures with a view toward short-term and longer-term goals and objectives.
- Direct the planning and administration of the City's five-year Capital Improvement Plan.
- Work with Senior Directors to design action plans and milestones for major projects.
- Synthesize available data with input from City staff and key stakeholders for better inform decision-making.
- Develop and maintain positive working relationships with elected officials, community organizations, residents, the business community, non-profit organizations, and government agencies.

Knowledge, Skills, and Abilities:

- Comprehensive knowledge of effective managerial principles, practices and methods.
- Knowledge in municipal public works such as planning, design, maintenance, and construction.
- Knowledge of municipal financing, purchasing and budgeting.
- Ability to develop, organize and direct comprehensive citywide goals and objectives.
- Ability to communicate both orally and in writing, including public speaking and presentation skills.
- Ability to analyze organizational and administrative problems, recommend alternative courses of action, and provide leadership to others in implementing such actions.

Minimum Qualifications:

An interested applicant should have extensive management knowledge and experience in similar government or city service positions, including Director-level administration and supervision of personnel. Specific qualifications include:

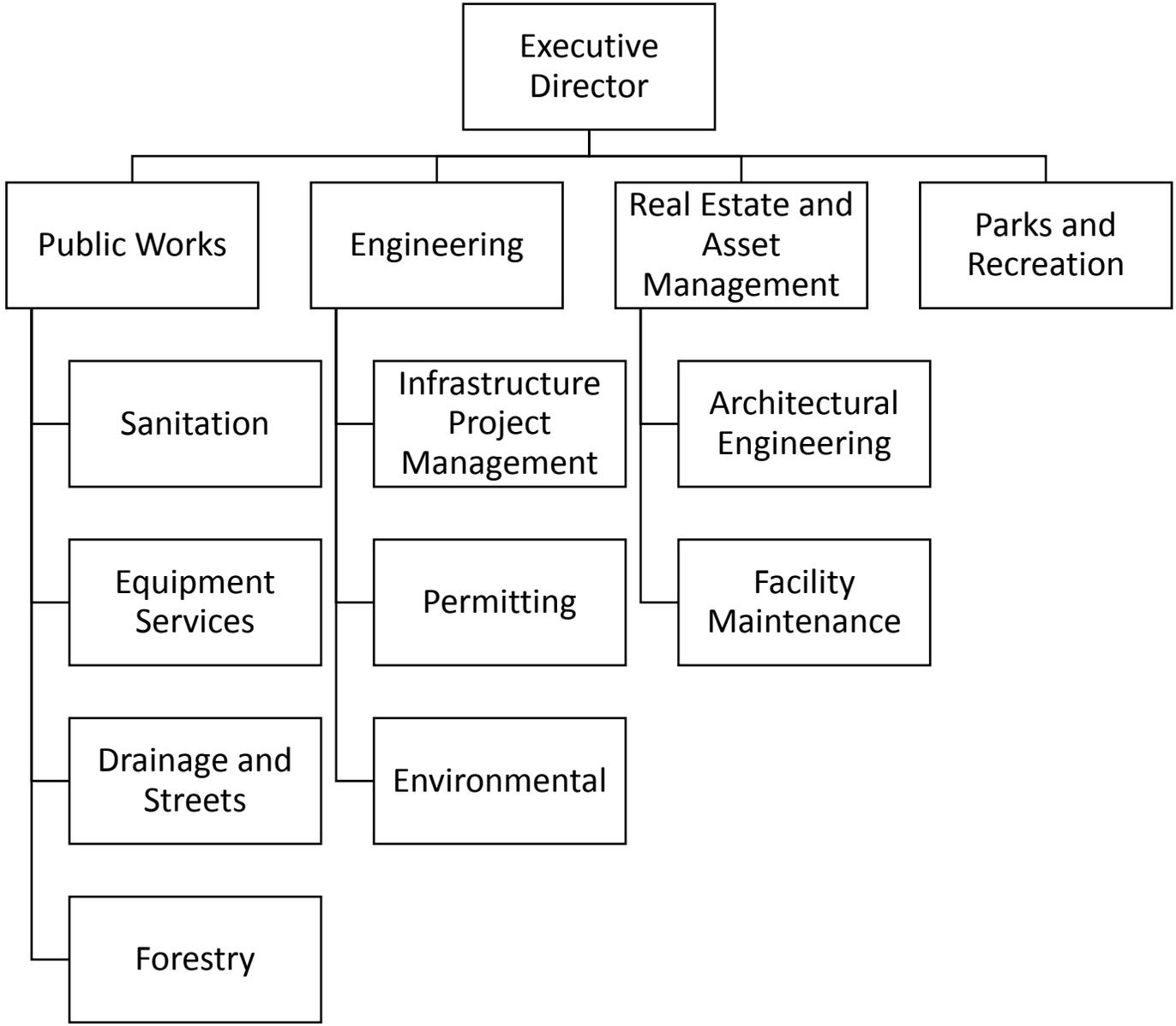
- Six (6) years of increasingly responsible professional experience in a related field in an administrative management or supervisory capacity.
- Graduation from an accredited college or university with a Bachelor's degree in Business Administration, Public Administration, Civil Engineering, Construction Management or a related field.
- Additional training in public administration, finance, and economics - or closely related subjects - is highly desirable.
- American Public Works Association (APWA) Certification is preferred.

A combination of education and experience equivalent to these requirements is also acceptable.

Additional Information:

- This will be an appointed position reporting to the Mayor and the selected candidate will be given wide latitude in carrying out policies and objectives for the work plan that is mutually established.
- Salary is negotiable and will commensurate with experience and qualifications.
- City Website Links
 - Map for Mobile (City's Comprehensive Plan) – www.MapforMobile.org
 - Parks and Recreation Map – <http://maps.cityofmobile.org/parksandrecreation/>
 - Capital Improvement Plan – <http://www.cityofmobile.org/fixmobile/>
 - Budgets and Financial Reports – <http://www.cityofmobile.org/financials.php>

- News Articles
 - [Mobile wins \\$14.4 million for Broad Street improvements](#)
 - [\\$39 million from RESTORE Act to fund Mobile projects](#)
 - [City continues work to transform Water Street](#)
 - [Mobile’s Three Mile Creek undergoing dramatic renovation](#)
- Interested candidates should email their resumes **by April 15th** to the City’s Executive Director of Public Safety, and Selection Committee leader, Jim Barber via Lindsay Zoghby at lindsay.zoghby@cityofmobile.org.
- Organizational/Oversight Chart:



The City of Mobile is an Equal Opportunity Employer.