

CITY OF
OAKLAND

invites your interest in the position of

Director of
Public Works



Mission Statement: *Oakland Public Works is dedicated to you! We strive to maintain, improve and preserve Oakland's infrastructure and environment for the residents, businesses, visitors and future generations of every neighborhood in our diverse city.*



Recruitment Services Provided by
Ralph Andersen & Associates

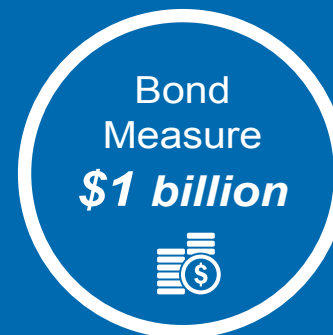
An Outstanding Opportunity for An Accomplished Professional Seeking to Make a Difference

The City of Oakland is seeking an energetic, highly accomplished professional with superb leadership abilities to serve as its next Director of the Oakland Public Works (OPW) Department. The former Director, G. Harold Duffey, was recently promoted to Assistant City Administrator. This new Executive will join a carefully assembled group of dynamic, high achieving individuals serving as the City Administrator's senior leadership team, whose mission is to take the Oakland community to new and exciting heights.

The successful Director will have broad experience in municipal public works, complemented by a collaborative approach to problem-solving. The Director will be forward-thinking, while at the same time, well-grounded in the day-to-day essentials of managing and leading a robust and active public works department which serves a large, diverse and highly interactive community. The new Director will be outcome-focused as opposed to process-driven and have a proven track record of success in managing people and projects.

The Director will oversee a committed workforce of approximately 660 employees in four bureaus (Administration, Environment, Maintenance and Internal Services, and Design and Construction) in a large, complex organization. The Director will also oversee aspects of several approved bond measures that will provide significant funding for infrastructure improvements for both City streets and facilities.

Being part of a dynamic team of professionals as they reset the organization and partner with the community as it undergoes an exciting urban resurgence is a rare and exhilarating opportunity.





City of Oakland – A Vibrant, Diverse, and Culturally enriched environment considered as “the Place to Be”

Oakland continues to enjoy an unbridled urban renaissance filled with unlimited opportunity, including a significant influx of high tech and business start-ups. Tech giants, Pandora and Ask currently claim Oakland as their corporate headquarters. Other corporate residents include PG&E, Kaiser Permanente and Clorox. The appeal of living, working, and recreating in Oakland continues to draw new residents and a wide range of quality employers. Oakland is poised to experience continued growth and a corresponding upward demand on City services and infrastructures.

City of Oakland *continued*

Bordered by 19 miles of coastline to the west and rolling hills to the east, which provide unparalleled vistas of the Bay and the Pacific Ocean, Oakland (pop. 430,531) has traditional, well-kept neighborhoods, a progressive downtown, and superior cultural and recreational amenities. The City has 140 parks representing 10% of the City's land area, including the 500-acre Joaquin Miller Park, the Morcom Rose Garden and the 50-acre Dunsmuir Hellman Historic Estate as well as 36 recreation facilities. Cultural events and civic pride are abundant and beautiful Lake Merritt is a focal point and welcoming magnet for families and many urban dwellers. Oakland also serves as the administrative hub of the County of Alameda, the regional seat for the federal government, the district location of primary state offices, and the center of commerce and international trade for the Bay Area.

The community is a rich blend of residents, business owners, entrepreneurs, artists, and tourists from many ethnic cultures and backgrounds. Oakland is one of the most ethnically diverse major cities in the United States, with major representation among residents of Hispanic and Latino (27%), Asian (16%), African American (21%), and Caucasian descent (29%). The City is also home to the third-largest LGBTQ community among the 50 largest U.S. cities.



City Governance Structure

The Mayor is elected at-large for a four-year term and is head of the executive branch. Oakland's legislative body is the City Council and is comprised of eight Council members. One Council member is elected "at-large" while the other seven Council members represent specific districts. All Council members are elected to serve four-year terms.

The Mayor appoints the City Administrator who is responsible for all City operations and is supported by a team of Assistant City Administrators and Deputy City Administrators. The City Administrator has overall responsibility for day-to-day administrative and fiscal operations of the City including the hiring of Department Directors. Oakland is a full-service city including both police and fire.



Photo: Greg Linhares, City of Oakland

Oakland Public Works

With a department workforce exceeding 660 full time employees, OPW provides comprehensive public works services directly to both the Oakland community and to all City departments.

OPW is organized to deliver essential public safety and quality of life services through four bureaus:

- ◆ **Administration (32 FTEs)** – Includes such functions as Business and Information Analysis, Fiscal Services including CIP Administration, Human Resources, Safety & Training, Public Information, and Grant Management Services.
- ◆ **The Environment (257 FTEs)** – Environmental Protection and Compliance, oversight of Solid Waste Recycling, Keep Oakland Clean & Beautiful Program, and Parks & Tree Maintenance Services.
- ◆ **Maintenance and Internal Services (286 FTEs)** – Equipment & Fleet Services, Infrastructure/Sewer Maintenance, and Drainage Maintenance.
- ◆ **Design & Construction (87 FTEs)** – Clean Water Program, Project Delivery (Design & Construction of City Facilities & Parks), Measure DD/Lake Merritt Improvements, Engineering Design, and Sewer Consent Decree (Design & Construction).

The current F/Y 2024-2025 operating budget for OPW is approximately \$244 million. Funding comes from a variety of sources including sewer fees, development service fees, internal service fees, a Lighting & Landscaping Assessment District, General Obligations bonds, and numerous grants for renovating City facilities including fire stations, libraries, recreation centers, and other City buildings. Oakland residents have consistently voted overwhelmingly to support infrastructure, and facility needs of the City. Through the approval of several measures the Department has long-term over \$1 Billion to fund new facilities and maintenance needs.



Photos: Glen Staller



The Position

Under the general direction of the Assistant City Administrator, the Director is responsible for directing, planning, and leading the operations of the Oakland Public Works Department, has oversight of capital improvement projects on behalf of sponsor agencies, and oversees coordination/control of some work performed in the City's right-of-way. Oversight responsibilities include strategic planning, management of contracts, effective management of contract relationships, ensuring compliance with all local, State, and Federal codes. The Director also serves as an Operations Section Chief in the City's Emergency Operations Center, responsible for managing emergency responses to events affecting the City's public infrastructure and providing executive level support in other emergency situations.

Opportunities and Challenges

The Director of OPW will be presented with a number of opportunities and challenges, including:

- ◆ The new Director will apply a fresh set of eyes to the department's structure and recommend more effective and efficient ways of delivering services.
- ◆ Maintaining Oakland's high standard for continued self-assessment and improvement as demonstrated by it being the 35th city to be accredited through the American Public Works Association (APWA).
- ◆ Oakland enjoys a high degree of civic engagement. Oakland residents care deeply about their community and are vocal about community projects and issues, including aging infrastructure. This level of community involvement is a key component of the decision-making process utilized in Oakland. Being comfortable presenting and participating in vibrant public forum is essential to this position.
- ◆ Oakland's government consists of several different bargaining units, which represent and support City staff. The Director's ability to work collaboratively with these bargaining units is critical to the Director's success.
- ◆ OPW oversees the City's Zero Waste franchise contracts.
- ◆ The Director has a unique opportunity to work collaboratively with the Director's peers on the most significant projects in Oakland due to OPW's role in providing capital projects delivery services to all City departments. This collaboration requires a strong investment in building genuine relationships and demonstrating value that serves the best interests of all involved.
- ◆ Oakland's aging infrastructure and high demands on service delivery translates to the need for a high performance and high-output department. The Director will lead the department in refining its data analytics to address deferred maintenance and make decisions about service and project delivery. Many exciting capital projects are underway, with even more on the horizon, so the use of data analytics has become increasingly critical to prioritization and decision making.



The Ideal Candidate

The ideal candidate will embrace Oakland's vision and values. The new Director will provide strong visionary and collaborative leadership. The ideal candidate will be a fair, ethical, and decisive leader whose leadership and decisions will focus on what is best for the city and community. The selected candidate will be a confident and empowering leader who builds both strong team morale while maintaining accountability. This top professional will also be an excellent manager of people and resources with the ability to prioritize needs for a large complex organization that values timeliness, transparency, and customer service. The new Director will continue to promote and embrace a strong culture of equity, inclusion, and customer service across the city-wide organization.

The new Director will have broad interdisciplinary and technical background and be adept at managing in a fast-paced and dynamic environment. The successful candidate must be both diplomatic and decisive, and work with a sense of urgency and focus on progress and continued improvement. In addition, the new OPW Director will help the Department research and incorporate technology that increases efficiency and ensures best industry practices.

The ability to build meaningful relationships across city government, community partners, business stakeholders, neighborhood associations, and employees at all levels is fundamental to this position. The next Director will also need to be politically savvy without being political and will be consistently motivated and driven by the core stewardship principles of choosing service over self-interest.

Top candidates for consideration will have a leadership style that is engaging, empowering, respectful, and rooted in genuine concern for others, both internal to OPW and externally in the community. The Director will also be accessible, engaged, and lead from outside the office. Top contenders will bring strong communication and people skills to this important role. An added plus will be a spirit of innovation and creativity. Lastly, the ideal candidate will have the ethical courage to share the truth about obstacles that may delay the completion of key projects and initiatives and offer concrete alternatives and solutions rather than excuses.

Experience with project delivery, especially alternative methods, will be beneficial. Likewise, prior experience with public-private partnerships, grants, financing methods and funding of capital projects will be an asset. As a supporter of technological enhancements, the Director will also be tasked with overall better use of technology to monitor deliverables, mobile applications and social media.



Education and Experience

Education: A Bachelor’s degree in engineering or a technical discipline related to design and construction, public administration, and/or management is desired. An advanced degree is a plus combined with strong, relative career experience.

Experience: At least five years of progressively responsible management experience is required in a medium-to-large public works organization. Comparable experience in a fast-paced, dynamic, ethnically diverse and urban environment is strongly desired.

Licenses and Certifications: Engineering or Architectural license issued by the State of California is highly desirable, though not required. Out-of-state candidates that have achieved these certifications in other states, combined with relative career experience may be strong, viable candidates for consideration based on the extent of the applicant pool.

Compensation and Benefits

A competitive compensation package will be offered with an annual salary of \$204,966 to \$307,449 for this at-will executive position. The City generally hires at the mid-point of the range. Benefits include generous medical insurance, life insurance, automobile allowance, paid holidays, vacation, sick leave, management leave, public sector retirement (CalPERS 2.5%@55 classic member; 2%@62 new/PEPRA member), and voluntary deferred compensation. Click on the following link for the City’s **[2024 Benefits Matrix](#)**.

Application Process

Candidates are encouraged to **apply immediately** by submitting a comprehensive resume and compelling cover letter via email to apply@ralphandersen.com. The first review of resumes is scheduled to begin on November 4, 2024. Interested candidates are encouraged to apply early in the process for optimum consideration.

This is a confidential process and will be handled as such throughout all phases of the search process. References **will not** be requested or contacted until mutual interest has been established. It is anticipated that the newly selected Director of Public Works will join the City of Oakland in January 2025 (or sooner). Confidential inquiries are welcomed to Mr. P. Lamont Ewell at (916) 630-4900.

The City of Oakland is an equal employment opportunity employer and encourages all qualified individuals to submit an application for this exceptional career opportunity.

