

CITY OF MINNEAPOLIS

# Director of Regulatory Services

## Position profile

### OUR CITY



As the largest and most vibrant city in the state, Minneapolis depends on purposeful, dedicated and innovative employees. Minneapolis has a large variety of careers for people of all experiences and backgrounds who come together for a singular purpose—serving the residents, businesses and visitors of Minneapolis.

Learn about what makes Minneapolis great.

[www.minneapolis.org/visitor](http://www.minneapolis.org/visitor)

### OUR WORKFORCE



Over 3900 employees at the City of Minneapolis faithfully serve the residents, businesses and visitors of the City every single day. Some jobs are more visible in the community while some are behind the scenes, but each employee at the City plays a role in keeping Minneapolis a vibrant place that tops many lists. Our employees look for ways to keep Minneapolis at the leading edge, offering services and policies that are more comprehensive and progressive than the vast majority of cities. Our employees are a key reason why Minneapolis is a place where all people have an equitable opportunity for success and happiness.



Our purpose, to serve the residents, businesses and visitors of Minneapolis is at the foundation of everything we do. It shapes our priorities, our work, and our culture. It drives our employees to look for new ways to serve, creating an innovative and engaged culture.

*The employees of the City of Minneapolis are aligned for a singular purpose -to serve our community.*

### MISSION STATEMENT AND VALUES

Strengthening communities by partnering with residents, neighborhoods, and businesses to make the city safer, healthier and more inviting for all. Core Values: Safety, Health, Livability, Accountability, Customer Services, and Professionalism

### THE DEPARTMENT

The Minneapolis Regulatory Services Department consists of 4 divisions including Animal Care and Control, Traffic Control, Inspection Services and Operations and Engagement. Animal Care and Control works with residents to create a safe and healthy community for people and animals. Traffic Control facilitates safe and expeditious traffic flow and public street access to business and residences. Inspection Services promotes safe, supportive, and dignified housing for more than 100,000 rental units, fire and code inspections for residential and commercial buildings. Operations and Community Engagement delivers innovative solutions by leveraging adaptive tools, accurate analysis and strategic coordination, which enables Regulatory Services to provide effective and thoughtful public service to our city, its businesses, and residents.



## THE POSITION

The Director ensures that Regulatory Services effectively balances the needs of customers with the need for public safety and neighborhood livability through regulatory enforcement with a lens on equity. The Director reports to the Deputy City Operations Officer in the Office of Public Service and supervises five division directors/managers. Major responsibilities include:

- Leading Regulatory Services staff and resources to maximize the department's efforts to strategically and effectively:
  - Ensure the safety and livability of all commercial and residential properties.
  - Address residential and commercial properties that are chronic problems for neighbors and the community.
  - Manage traffic and parking enforcement to minimize congestion, ensure compliance with parking regulations, and encourage vehicle, bicycle and pedestrian safety.
  - Ensure public safety by enforcing the municipal code pertaining to animals.
  - Safeguard animals by caring for them in a state of the art shelter and working with rescue partners to provide adequate care.
- Providing executive-level oversight in the preparation and management of the department's operating and capital budgets and subsequent fiscal reporting and review.
- Representing the City's goals, values, policy positions and initiatives with Minneapolis residents and businesses and a variety of other stakeholders in Minneapolis and throughout the region.
- Developing strategic plans and implementing organizational change to maximize department effectiveness and efficiency and improve customer service.
- Building relationships and partnerships with local building owners, community leaders, business executives, elected officials and City departmental leadership and working collaboratively to develop strategies and initiatives that improve City services, achieve City goals and address enterprise challenges.
- Responding to requests and feedback from the Mayor, the City Council members and the public.
- Working with leaders to develop policies and improve local ordinances and state codes; represent the City on various internal and external boards and committees; and testify in public and legislative hearings on matters relating to codes and ordinances.

## DESIRED CAPABILITIES

The ideal candidate is a decisive, results-oriented professional committed to excellence. This visionary leader has the highest standards for ethics and integrity and demonstrates exceptional business planning, communication and interpersonal competencies. The Director is agile and skilled in navigating the political environment without being political or promoting personal political views. Our new Director sees opportunities where others see obstacles and is excited to meet challenges head on.

The Director has the skills needed to successfully lead a complex, multi-faceted organization, and financial system. The leader needs a proven track record of innovation, consensus-building, implementing best practices to achieve organizational goals and objectives, and measuring progress and success. The individual will also possess strong organizational development skills, experience in change management, a customer and partner focus, and the ability to foster an inclusive environment.

Prefer experience in a union work environment as well as in code and regulatory enforcement.



In addition, the City has adopted the following competencies for all leadership positions:

- **Focus on results:** takes initiative, drives for results, and establishes stretch goals;
- **Personal capability:** demonstrates technical/professional expertise, solves problems and analyzes issues, innovates, and practices self-development;
- **Character:** displays high integrity and honesty;
- **Leading change:** develops strategic perspective, champions change, and connects the group to the outside world;
- **Interpersonal skills:** communicates powerfully and prolifically, builds relationships, develops others, inspires and motivates others to high performance, and collaborates and fosters teamwork;
- **Cultural agility:** demonstrates an awareness of, and sensitivity to, the needs and concerns of individuals from different perspectives, cultures, and backgrounds. These differences may include education, job preference, work style, race, gender, country of origin, disability, age, sexual orientation, gender identity, etc. Respects differences and adjusts behavior and communication style to best meet the needs of the group or individual. Accepts one's own cultural identity and sees the value of other points of view; and
- **Strives to create a racially equitable work environment:** develops policies, practices, and makes strategic investments to reverse racial disparity trends, eliminate institutional racism, and ensure that outcomes and opportunities for all people are no longer predictable by race. Through consistent behaviors and actions, fosters an equitable work environment. Creates fair and just opportunities and outcomes for all people.

#### **EDUCATION AND EXPERIENCE**

A bachelor's degree is required, along with a minimum of 10 years of progressively responsible broad-based management.

#### **COMPENSATION**

This appointed position has a competitive compensation package. Salary ranges from \$151,394.88 - \$179,468.64 annually, depending on experience. Benefits include health and dental insurance, flexible spending accounts, disability insurance, employee assistance program, vacation, sick leave, paid parental leave, pension plans, and deferred compensation retirement savings.

#### **TO APPLY**

Applications are open and will remain open until July 21st. To apply and submit your resume for this opportunity, go to [www.minneapolismn.gov/jobs](http://www.minneapolismn.gov/jobs)

The City of Minneapolis is an Equal Opportunity Employer.