



CITY OF MINNEAPOLIS

# Director of Public Works

## Position Profile

### ABOUT THE CITY OF MINNEAPOLIS

The City of Minneapolis is the largest city in Minnesota and nationally recognized as a progressive city with a strong economy and a highly engaged and diverse populace. Minneapolis is well positioned for continued growth and prominence.

Learn about what makes Minneapolis great.  
[www.minneapolis.org/visitor](http://www.minneapolis.org/visitor)

Our city operates with a Mayor-Council form of government. The Mayor and 13 City Council members from individual wards are elected for concurrent four-year terms. Department heads are nominated by the Mayor and appointed by the Executive Committee. The City Coordinator is responsible for the administrative operations of the City.

### OUR WORKFORCE



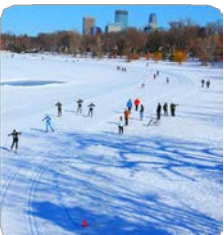
Over 4,000 employees at the City of Minneapolis faithfully serve the residents, businesses, and visitors of the City every single day. Some jobs are more visible in the community while some are behind the scenes, but each employee at the City plays a role in keeping Minneapolis a vibrant place that tops 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.*

### THE DEPARTMENT



The Department of Public Works is responsible for maintaining the city's physical infrastructure and for providing a variety of services to those that live, work, and play in Minneapolis. Those activities are coordinated through three business lines: Transportation, Utilities, and Administration.

The department employs approximately 1,100 full-time personnel and has an annual operating budget of \$387 million for the operation of its nine divisions:

- Solid Waste and Recycling
- Surface Water and Sewers
- Water Treatment and Distribution
- Traffic and Parking Services
- Transportation Engineering and Design
- Transportation Planning and Programming
- Transportation Maintenance and Repair
- Fleet Services
- Administration

## MISSION STATEMENT AND VALUES

Our mission is to build, operate, and maintain the public infrastructure and provide services with a high performing Public Works Department, where collaborative leadership and public/private engagement are standard business practices.

## THE POSITION

The Director of Public Works will provide strategic leadership and vision to services provided by the Public Works Department.

In conjunction with the Mayor and City Council, the Director will:



- Provide vision and direction to approximately 1,100 employees, including alignment around policy priorities and implementation of the same.
- Direct and supervise day to day critical operations necessary for the basic function of the City, including drinking water, sewer, garbage and recycling, snow management, and all transportation and mobility functions.
- Work closely with the Mayor's Office and City Council committees and individual members on policy initiatives, including presenting information related to Public Works, and ensure all city policies are adhered to.
- Represent the City of Minneapolis and the department with internal and external agencies, elected officials, and the media in all matters related to Public Works within the City, region, state and nationally, regularly making presentations and participating in meaningful discussions that benefit the City.
- Actively manage a \$370 million operating budget for general fund, internal service funds, and enterprise funds. Make strategic budget requests to fulfill City expectations and policies and advance the Public Works vision.
- Direct the preparation and execution of the Public Works Capital Improvement Program (\$800 million / 5 years)
- Recruit, hire, and retain talent at multiple levels within the organization, ensuring a stable workforce in a dynamic environment, investing in succession planning, leadership training, and recruitment.
- Work with diverse community members and stakeholders.
- Lead the development and implementation of management systems for long-range planning, resource management, and compliance with regulatory and statutory requirements, established policies and procedures.

## DESIRED CAPABILITIES

The ideal candidate is an exceptional, visionary leader who understands the value of creating effective work teams, embraces diversity, builds employee relationships, and leads by example to drive organizational success. Leadership characteristics include:

- Deep knowledge of Public Works Administration, organization, policies and procedures.
- Knowledge of technology and management of major engineering initiatives, especially in an urban environment.
- Experience managing various revenue streams and familiarity with laws and regulations which impact public sector public works and utilities operations.
- Considerable knowledge of modern management and supervision combined with strong planning and organizing skills.
- Proven ability to manage change in a large, complex organization.
- Ability to lead and manage a diverse work group and establish and maintain a respectful work environment.
- Ability to manage large, multi-faceted budgets.
- Ability to implement the department vision.
- Strong supervisory and leadership skills.
- Excellent oral and written communication skills.
- Good creative and analytical skills.
- Excellent intergovernmental relations skills.

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

- **Strategic leadership:** ensuring alignment around overall direction priorities, objectives, and plans;
- **People leadership:** ensuring the division has the talent needed to achieve desired results and reflect the diversity of the community;
- **Results leadership:** driving a high level of performance in the division; and
- **Stakeholder leadership:** effectively managing relationships with key internal and external stakeholders.

## EDUCATION AND EXPERIENCE

This position requires a Bachelor's degree in Engineering, Public Administration, or Business Administration and ten (10) years of progressively responsible public works, planning, public administration, engineering experience or a related field that has included a minimum of three years of management experience in a large, complex organization in a union environment. Any combination of education and experience that provides equivalent knowledge, skills and abilities may be considered.

## COMPENSATION

This appointed position has a competitive compensation package. Salary ranges from \$175,043 - \$207,502 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.

## HOW TO APPLY

The position will remain open until filled. Priority will be given to those who submit a resume and cover letter by May 29, 2021. The City has engaged Orion Search Group to conduct a national search for this leadership role. For more information about the opportunity, please contact Joel Bergstrom with Orion Search Group at (612) 367-4612 or [joelb@orionsearchgroup.com](mailto:joelb@orionsearchgroup.com).

The City of Minneapolis is an Equal Opportunity Employer.