

CITY OF MINNEAPOLIS

Director of Public Works

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

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

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 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:

- Business Administration
- 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



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 culture development and cohesiveness.
- 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 M 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 M / 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 a strong, 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:

- Good knowledge of Public Works Administration, organization, policies and procedures.
- Knowledge of technology and management of major engineering initiatives, especially in an urban environment.
- Knowledge of revenue enhancing opportunities and funding sources in the public works field, including assessments and other taxing vehicles, as well as grant funding and other revenue generating efforts, and of the processes and of the 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:

- **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

Ten 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.

TO APPLY

Applications are due by January 17, 2024. To apply and submit your resume for this opportunity, go to the [City of Minneapolis career page](#).

The City of Minneapolis is an Equal Opportunity Employer.