



The Placer County Transportation Planning Agency (PCTPA)

Invites you to apply for the position of
EXECUTIVE DIRECTOR



**PLACER COUNTY
TRANSPORTATION
PLANNING AGENCY**

**299 Nevada Street
Auburn, CA 95603**

530.823.4030

www.pctpa.net

What We Do

- Regional Transportation Planning Agency (RTPA) for Placer County outside the Tahoe Basin.
- Airport Land Use Commission (ALUC) for the Auburn, Lincoln, and Blue Canyon airports
- Administrator for two Joint Powers Authorities (JPAs): the South Placer Regional Transportation Authority (SPRTA) and the Western Placer Consolidated Transportation Services Agency (CTSA).
- Designated Transportation Sales Tax Authority for Placer County
- Freeway Service Patrol
- Member Agency, Capitol Corridor Joint Powers Authority (CCJPA) Sacramento Area Council of Governments (SACOG) acts as the MPO for the area as governed by a Memorandum of Understanding between the two agencies.

Who We Are

PCTPA is an independent agency designated in state law. Our nine-member Board of Directors includes one Councilmember from each of the five cities and one town, two members of the County Board of Supervisors, and one citizen representative appointed by the County. This is also the composition of the ALUC and CTSA. The SPRTA Board of Directors includes one Councilmember from the three city members and one member of the County Board of Supervisors.

PCTPA has a small but very dynamic staff composed of one Senior Planner, one Senior Planner/Engineer, one Associate Planner, one Fiscal/ Administrative Officer, one Planning Administrator/Board Secretary, and part time Information Technology support.



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Position

At its core, the Executive Director takes the policy direction of the PCTPA Board and puts it into action. While this is a simple statement, it encompasses a myriad of responsibilities and programs. The position is responsible for policy development, program and transportation project planning and implementation, budgets and fiscal management, and ultimately, for the attainment of PCTPA goals and objectives, while ensuring all work is performed in compliance with state and federal regulations.

Who We're Looking For

PCTPA is a small agency with a big agenda, and we're looking for someone up to the challenge. The ideal candidate is a seasoned transportation professional whose leadership inspires confidence and with the broad skill set needed to make things happen. PCTPA expects to hire a candidate with top-notch organizational and project management skills with a commitment to collaboration, who has demonstrated the ability to find ways through administrative and technical obstacles to get the job done.

Qualifications

The successful applicant will possess a combination of experience and education that would supply the knowledge, skills, and abilities to perform the job of Executive Director at a high level.

Typically, that would include ten years of progressively responsible management, supervisory, and professional planning experience in multi-modal transportation planning, programming, and administration in a public agency setting. A successful track record of accomplishment in the development and implementation of transportation projects and programs, produced on time and on budget, is expected. Experience with developing and implementing a transportation sales tax is advantageous, and a sense of humor is a must.

Additionally, a bachelor's degree from an accredited university with major coursework in planning, engineering, public administration, or a closely related field would be expected; a Master's degree is preferred.



Knowledge and Abilities

The successful candidate needs to be a seasoned strategist, a compelling speaker, and a sharp budgeter, as well as possessing:

- Expertise in core RTPA functions, including preparation and administration of TDA, RTP, and OWP;
- Knowledge of ALUC roles, functions, and issues;
- Expertise in transportation funding programs on a federal, state, and local level, including transportation sales taxes and developer impact fees;
- Ability to achieve the trust and confidence of the Board, jurisdictions, and the public as an impartial advocate for transportation improvements;
- Ability and acumen to lead the charge in developing and placing a transportation sales tax on the ballot;
- Effective communication skills, whether in one-on-one conversations, various levels of meetings, or large public presentations, that represent PCTPA in its best light;
- Knowledge of federal, state, and local legislative and budgetary processes, regulations, and requirements;
- Ability to find creative ways to achieve Agency goals, particularly in the areas of project funding;
- Ability to foster a collaborative, positive, productive working relationship with both member jurisdictions and outside agencies, including SACOG, Caltrans, and the CTC;
- Understanding of the role of CEQA, NEPA, and regulatory agency permitting in transportation planning and project delivery;
- Capability to inspire and lead a small, accomplished staff.

License/Certificate

Possession of, or the ability to acquire, a valid Class C California drivers license, is required. AICP certification is desirable.

Why PCTPA is Where You Want to Be

The retirement of the longtime Executive Director is a once-in-a-career opportunity to take an already highly-respected, highly-productive Agency to the next level. There are major transportation challenges facing Placer County, but the passage of SB 1, as well as the ongoing focus on placing a transportation sales tax before the voters and the upcoming update of the RTP, provide exciting prospects for the next Executive Director to make their mark. Just as important, the new leader will have the benefit of a highly effective team of professionals to back them up.

Spanning from the Sacramento Valley to the Sierra foothills to the shores of North Lake Tahoe, Placer County is truly a special place, with breathtaking scenery, rich history, and year-round recreation. Between the cultural and retail amenities of an urbanizing South Placer and the vibrant surrounding agricultural and rural communities, Placer has something for everyone. Two Placer County cities are ranked in the Top 10 Places to Raise a Family in California for the prosperous economy, low crime rates, and high quality schools. The PCTPA offices are located in the historic Gold Country City of Auburn, adjacent to the Auburn Multi-Modal Station.



Salary Range

\$158,517 to \$212,247 annually.

Benefits

PCTPA provides a generous benefit package including:

- Cafeteria plan that covers family medical and dental, vision, life, AD&D, LTD, deferred compensation benefits, medical savings accounts, child care, and other options. Employer contribution for 2017 is \$2,339/mo.
- CalPERS: For Classic PERS members, 2% at 55 with member contribution paid by the employer; for new CalPERS members, 2% at 62 with member contribution paid by employee. PCTPA also provides post-retirement medical benefits.
- Longevity pay starting with 5 years of service.
- Annual leave includes 13 paid holidays (4 floating), 15 sick days, 13 days vacation (increasing to 18 days at year 3), and annual management leave.
- PCTPA does not participate in Social Security, but does participate in Medicare.



How to Apply

If this sounds like the job for you, then send us your application package!

- Application form
- Resume
- Addenda, not exceeding two pages, which succinctly details:
 - Experience in programming and delivering transportation projects, including your role in developing the funding strategies, developing agreements, and ensuring the project was delivered on time and on budget;
 - Experience with public outreach efforts, particularly in the area of transportation funding issues and/or transportation sales taxes.

Final Filing date for applications is **Wednesday, September 6, 2017 at 4:00 pm**

Preliminary interviews will be held on **Monday, September 18, 2017**

Final interviews will be held on **Wednesday, September 27, 2017**

Go to <http://pctpa.net/recruitment> for application documents

Applications may be submitted via postal mail, e-mail, or in person to:

Placer County Transportation Planning Agency

Attn: Executive Director Recruitment

299 Nevada Street

Auburn, CA 95603

Phone: 530.823.4030

Email: pctpa@pctpa.net

(please put "ED Recruitment" in the subject line)



PCTPA offices in Auburn