
JOB TITLE: Director of Transportation
AGENCY: City of Santa Monica
LOCATION: Santa Monica, CA
FILING DEADLINE: Open until Filled
SALARY RANGE: \$215,544 – \$266,100 Annually

The Position

The Director of the Department of Transportation provides strategic and visionary leadership while directing and managing the operations, activities and staff of the Big Blue Bus transit services, Bike and Scooter Share, walkability and safety, and Parking.

Duties and responsibilities include, but may not be limited to:

- Translate and communicate the Department's vision of achieving "Excellence in Transportation Services" into concrete plans and measurable goals for staff – connecting the dots between diverse department functions to ensure team synergy.
- Confer with the City Manager and leadership team on department policies and programs and coordinate activities with other City departments and outside agencies.
- Direct and manage a customer-focused approach to services, consistent with Departmental values and behaviors, including community service, innovation, teamwork, integrity and continuous improvement.
- Oversee, collaborate on, and direct development of the Department's customer service, financial, capital projects and technology strategies.
- Build and develop relationships with county transit operators and agencies to ensure regional cooperation and secure support of the City's transportation goals and plans.
- Make presentations to the City Council, city boards and commissions, and community stakeholders. Respond to inquiries from the media, citizens, community groups and organizations.
- Develop and manage budget preparation and administration.
- Monitor legislative activity at the local, state and federal levels related to the transit industry, the department and the community.
- The ability to work affectively in a highly unionized environment.
- Understand and lead with the lens of Diversity, Equity, and Inclusion.
- Stay current on state-of-the-art transportation trends and practices, innovation, and technology.

The Ideal Candidate

The ideal candidate will be an innovative, strategic, and articulate leader with the ability to effectively manage and motivate a large and diverse public sector organization. A demonstrated track record in strategic planning, sound fiscal/financial abilities, as well as strong communication and interpersonal skills necessary to build strong working relationships with an engaged City Council, executive leadership, staff and key stakeholders are essential. This position requires a visionary leader committed to quality process improvements, customer service, and performance management. The successful candidate will understand the need to balance strong technical skills, astute political acumen, provide operational leadership, and adapt well to changing priorities.

This skilled department head will enjoy managing interesting and innovative sustainability programs in a smart city environment, during a time when the City has many new housing and other community development projects. An understanding of the risks in transportation from safety, security, and staff health is a must. This position requires someone who understands transportation at the highest level and is committed to quality process improvements, customer service, talent management, collaboration, building strong working relationships with elected officials, key stakeholders, and staff.

Key Skills, Attributes and Characteristics:

- Possess knowledge and sensitivity to the City's goals and initiatives in the areas of mobility and equity, providing innovation in multimodal transportation and fairness in prioritizing project implementation and completion throughout the City's various communities.
- A collaborative leadership style to coordinate well with other departments, outside agencies and organizations, staff, boards and commissions, and business and community stakeholders.
- The ability to develop and implement clear goals, objectives, policies, procedures, and departmental performance standards.
- An effective manager able to assess and evaluate talent at all levels, and provide mentorship, coaching, and employee development.
- Able to evaluate the Department's operations and structure and forecast future changes to best meet the needs of the City and its residents and visitors.
- A solid, optimistic leader and role model with a positive presence; demonstrate initiative, be action oriented, exercise good judgment, and treat others with respect; be approachable.
- A commitment to public service, fiscal responsibility, and innovation and efficiency in government.
- Ability to balance vision and have a realistic approach to goals.
- Dedication to sustainability and a passion for a new wave of transportation.
- An appreciation for Transportation technology and connectivity.

The Community

The City of Santa Monica is a beautiful beachfront community of 8.3 square miles, but with a significantly large feel and impact. Home to some 91,000 residents, Santa Monica has earned an international reputation as a progressive and forward-thinking municipality well

known for its high quality of life, innovative programs and service delivery, a highly engaged community, along with a strong commitment to social and economic diversity, fair housing, the arts, and sustainability.

Residents, businesses, and visitors alike are attracted to Santa Monica, a community-centered, multi-cultural beach town, because of its desirable location and world-class amenities. The city offers beautiful neighborhoods, world famous beaches, the iconic Santa Monica Pier and Third Street Promenade, a thriving arts community, beloved local restaurants, excellent schools, exceptional health care providers, award-winning City facilities, and delightful weather.

For more details about this opportunity, please visit the job brochure at: <https://koffassociates.com/wp-content/uploads/2023/07/Rev3-Santa-Monica-DoT.pdf>.

To be considered, please electronically submit your resume, cover letter and a list of six professional references (references will not be contacted in the early stages of the recruitment) to: <https://koffassociates.com/director-of-transportation-sm/>. Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed.

For additional information, please contact:

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To learn more about the Department of Transportation, go to: <https://www.santamonica.gov/departments/samodot>