



APEX
NORTH CAROLINA

THE TOWN OF APEX

Invites Your Interest in the Position of

PUBLIC WORKS DIRECTOR

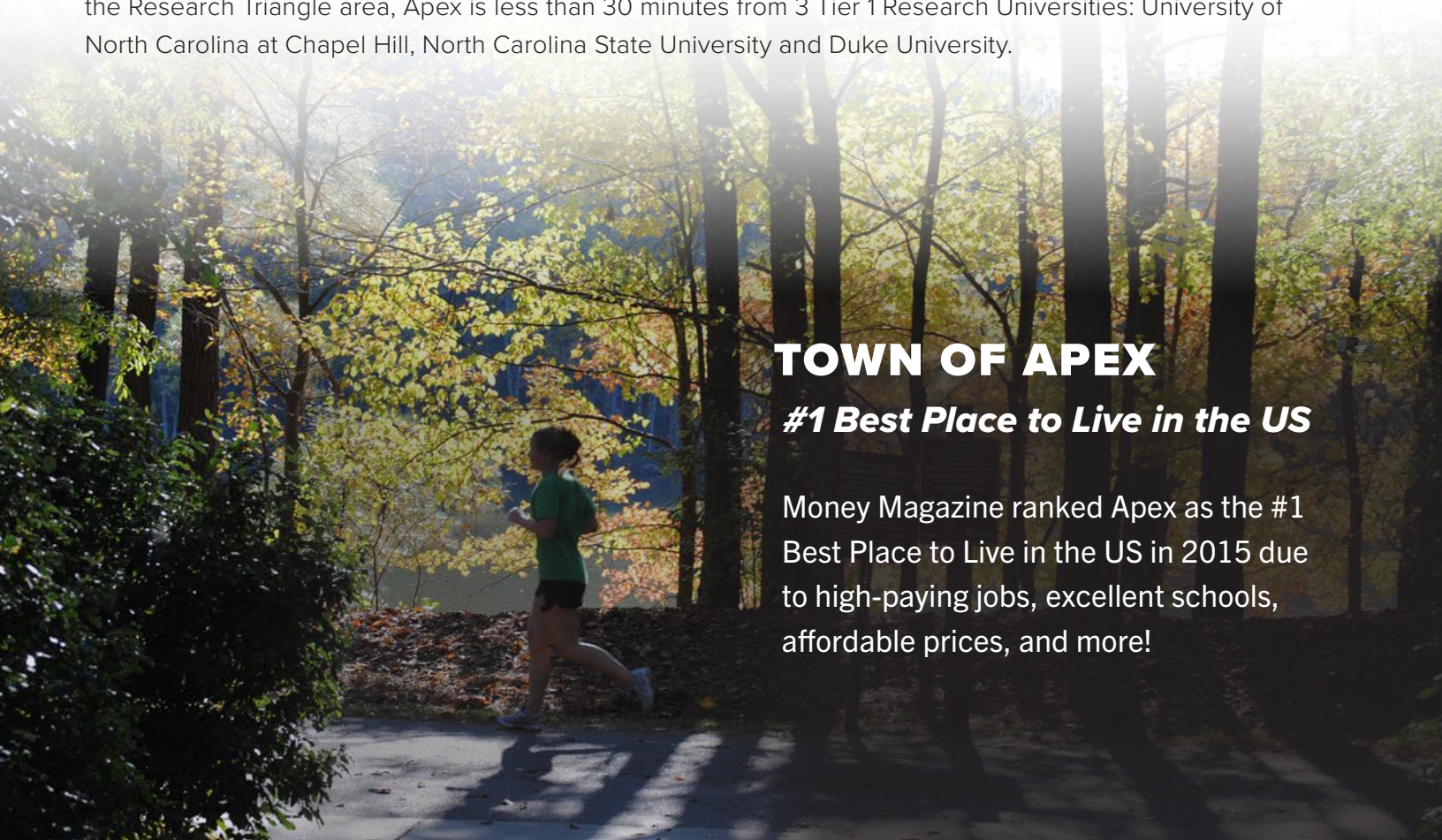


The Town of Apex is seeking a motivated experienced professional to lead the Public Works Department as its next **Public Works Director**. This Director is a trusting servant leader with impressive interpersonal skills who is a natural at building a team environment with high staff morale and a sense of pride. The next **Public Works Director** must be effective in communicating with diverse stakeholders and advocating for the needs of the Department while ensuring sustainable and reliable delivery of public works services to the entire community. Additionally, this Director is a natural collaborator with a successful history of building bridges, seeking win-win solutions where divergent interests lie; and generating commitment and enthusiasm for the strategic vision of the Town. This position is for a hands-on public works leader who nurtures the worth and value of each employee through establishing cohesive values and a collective mission, while balancing adequate office time with the need to be present at project sites.

About the Community:

Settled in the 1860s and incorporated in 1873, the Town of Apex acquired its name due to its location as the highest point on a 30-mile stretch of the Chatham Railroad line that ran between Richmond, Virginia, and Jacksonville, Florida. Located in southwest Wake County, Apex and the surrounding area experienced unprecedented growth in the 1990s following job creation in Research Triangle Park and the nearby large universities. From a population of 5,500 in 1990 to nearly 73,000 as of April 2022, Apex continues to experience exponential growth. In fact, since the 2010 Census, the population of Apex has increased by 101.79%, and recent growth estimates identify an annual growth rate of over 7.62%.

The 14th largest city in North Carolina, Apex is known fondly today as “The Peak of Good Living,” and results from a [2020 Citizen Survey](#) indicate that 96% of community members believe the town is an excellent or good place to live. Apex is a growing, thriving town working to balance that “small town” feel that so many community members value with the reality of being a mid-sized community in North Carolina. Situated within the Research Triangle area, Apex is less than 30 minutes from 3 Tier 1 Research Universities: University of North Carolina at Chapel Hill, North Carolina State University and Duke University.

A person in a green shirt and black shorts is jogging on a paved path that winds through a forest. The trees have vibrant autumn foliage in shades of yellow, orange, and red. Sunlight filters through the canopy, creating a warm, dappled light effect on the path and the jogger. The jogger is captured in mid-stride, moving away from the viewer.

TOWN OF APEX

#1 Best Place to Live in the US

Money Magazine ranked Apex as the #1 Best Place to Live in the US in 2015 due to high-paying jobs, excellent schools, affordable prices, and more!

The well-preserved downtown business district and the trains that still run through the town are reminders of the past, while new subdivisions, shopping centers, parks, and businesses have enhanced the lifestyle of Apex community members. History buffs flock to the town's central business district, with multiple structures listed on the coveted National Register of Historic Places. Just step inside the Halle Cultural Arts Center and learn about the building's history, dating back to 1912. The Halle is now a modern center for exhibitions, musicals, and plays.

With over 400 acres of parkland, Apex fosters an active community. Unique to the town is a disc golf course at Apex Nature Park and the Rodgers Family Skate Plaza, a 24-hour custom-designed skate park. Families drive from all around to visit Kidstown Playground at Kelly Road Park, one of the few remaining wooden playgrounds in the area. Those seeking a physical challenge will love the town's Elevate Fitness course (think Ninja Warrior) at the Apex Community Park.

Downtown Apex hosts nearly a dozen street festivals and special events throughout the year, attracting thousands of attendees. The town celebrates diversity, inclusion, and belonging with cultural festivals and events including the Latino Arts Festival, Russian Festival, Black History Month, Women's History Month, and Juneteenth.

STREET FESTIVALS AND SPECIAL EVENTS

PeakFest is a signature community event, drawing artisans from all over the state with their unique wares. Dozens of barbecue-cook teams from across the country descend on Downtown Apex for the Peak City Pig Fest.



WHAT MAKES THE TOWN OF APEX THE PEAK OF GOOD LIVING?



A WELL-PRESERVED DOWNTOWN AREA

History buffs flock to the town's central business district, with multiple structures listed on the coveted National Register of Historic Places, such as the Halle Cultural Arts Center (photo above), which now serves the Town as a modern center for exhibitions, musicals, and plays.



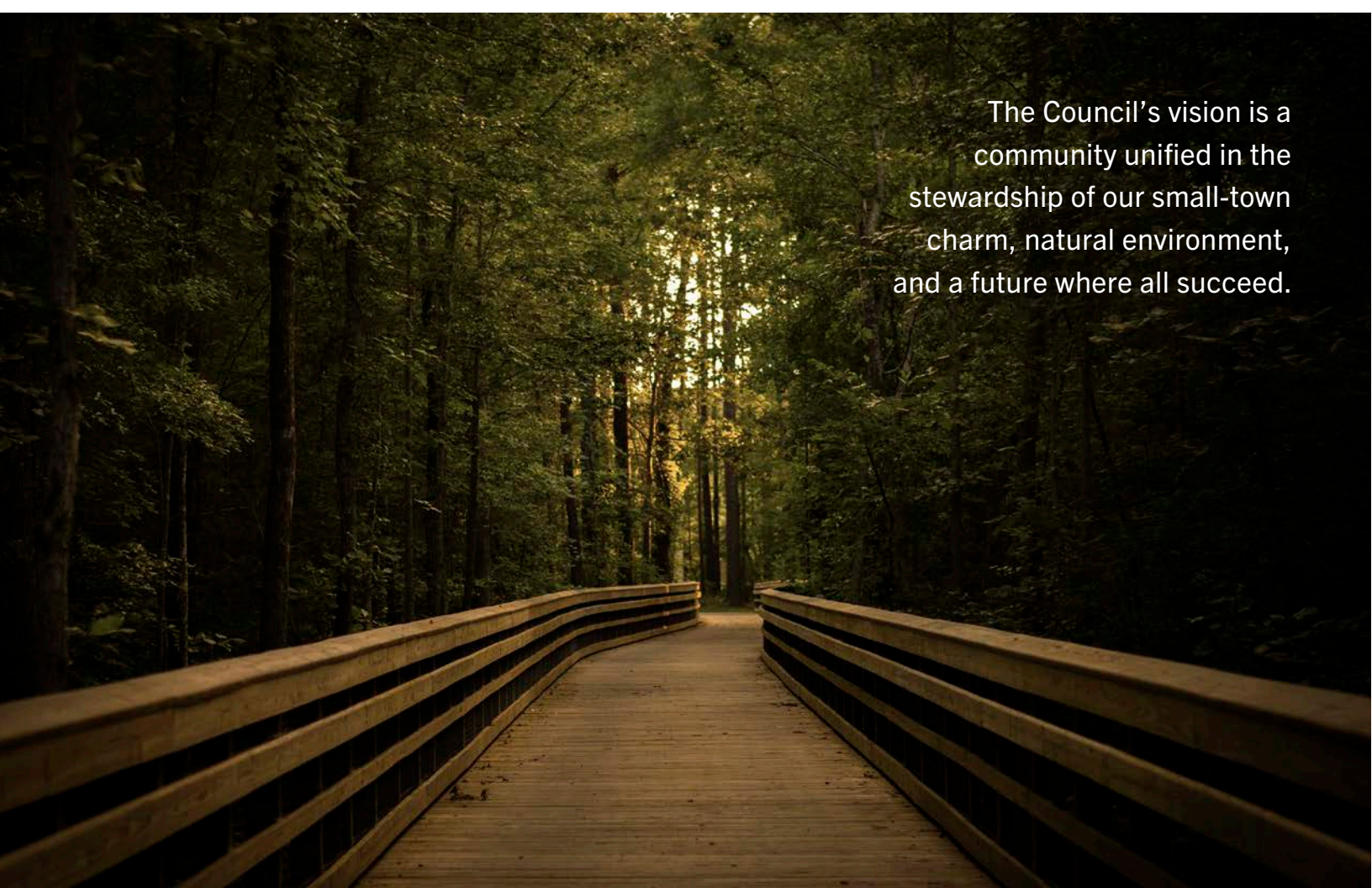
AN ACTIVE, FAMILY-FRIENDLY COMMUNITY

With over 400 acres of parkland, Apex offers many family-friendly activities, such as Kidstown Playground at Kelly Road Park, (top photo), a disc golf course at Apex Nature Park and the Rodgers Family Skate Plaza, a 24-hour custom-designed skate (bottom photo).

About the Organization:

The Town of Apex, which operates under the Council-Manager form of government, provides exceptional public service that cultivates opportunity for the individual and community to live, thrive, and reach their peak. The Town employs 577 FTE employees across 19 departments. The [2021-22 Operating Budget](#) totals \$162 million for all funds. The Council's vision is a community unified in the stewardship of our small-town charm, natural environment, and a future where all succeed. This vision is realized through the following strategic goals that guide the future of the Town of Apex:

- **High performing government:** We will deliver exceptional, responsive, and effective services by attracting and empowering a knowledgeable and diverse workforce that values transparency, financial stewardship, and collaboration with community, regional, and state partners.
- **Economic Vitality:** We will leverage partnerships to create a supportive environment for current businesses, and form relationships that foster new and continued economic opportunities in Apex.
- **Safe Community and Reliable Infrastructure:** We will ensure safe neighborhoods with reliable infrastructure through proactive, professional, and engaged public safety and infrastructure services.
- **Environmental Leadership and Responsible Development:** We will plan our built environment in a way that respects and preserves natural resources and the small-town character of our community; we will offer housing and transportation options so that anyone who chooses to live in Apex can.



The Council's vision is a community unified in the stewardship of our small-town charm, natural environment, and a future where all succeed.

WHAT ARE A FEW PRIORITIES for the **PUBLIC WORKS DIRECTOR?**



SUPPORTING CLEAN ENERGY INITIATIVES

*The new **Public Works Director** will support the Council's 100% clean energy initiative to include transitioning the Town's fleet to electric vehicles.*



*The new **Public Works Director** will energize staff to meet high standards of performance and work together in a unified fashion.*



BUILDING AND MAINTAINING MORALE

*The new **Public Works Director** will have a proven track record in building and maintaining morale through advocacy, consistent policy application, and effective team building, which includes activities such as the employee cornhole tournament.*

Key Position Priorities:


- Strategically assesses and prioritizes the growth and needs of the Town and the Public Works Department ensuring adequate staffing, facilities, and equipment to meet the needs of the community.
- Facilitate departmental changes to support the Council's initiative of 100% clean energy by 2050 – 80% achieved by 2030, including transitioning the Town's fleet to electric vehicles.
- Lead the department in utilizing technology and strategic planning to improve operational effectiveness and efficiency – transitioning the department to be proactive, including securing a permanent solution for yard waste disposal and negotiating a new solid waste contract in the next 3-4 years.
- Energize staff to have a passion for the Town of Apex vision, meet high standards of performance, work together in a unified fashion, and to collaborate with partners to meet strategic goals.
- Eliminate silos and seek commonality across functions intra-departmentally and works effectively inter-departmentally to build relationships in service to goals with a proven track record in building and maintaining morale through effective teambuilding, advocacy, and consistency of policy application.

Qualifications:

A bachelor's degree from an accredited college or university with major coursework in engineering, business administration, public administration, or a related field. A minimum of 10 years of increasingly responsible experience in Public Works, engineering, facilities management, or related field, including at least 5 years of supervisory responsibility in government public works or engineering is required. Registration as Professional Engineer in North Carolina preferred.

The Successful Candidate Is:

- proactive in increasing and preserving collaboration and cohesiveness within and across divisions and through external relationships with community members, NCDOT, local stakeholders/non-profits, contractors, developers, engineers, and business leaders to effectively meet the Town's goals and internal relationships within Town Departments;
- adept at developing an excellent customer service culture for internal and external customers while supporting and advocating for employees and the department;
- resourceful in finding or developing innovative solutions to meet workload demands with reduced staff in a tight budget climate;
- an effective listener who seeks input from relevant parties, realistically assesses plans & consistently communicates;
- a principled leader who values accountability while holding realistic and fair expectations of self and others;
- adept at exercising sound judgement and decision making;
- an excellent and effective communicator, including one on one, small groups and public speaking, who confidently and persuasively engages community members and groups, staff, and Council;
- ability to supervise the work of skilled, semiskilled or unskilled workers on a large scale over a wide area;
- knowledgeable of theory, principles, practices and techniques of public works, general civil engineering, construction, sanitation, equipment services, grounds maintenance, street maintenance, traffic control and facility management, sustainability and clean energy programs, and capital improvement programs;
- knowledgeable of applicable federal, state and local law, codes and regulations governing the administration of public administration and public works functions and activities;
- an experienced project manager who is adept at overseeing major construction and infrastructure projects with efficient project management skills including engaging in RFPs, bids and processing bids for contracts and projects; and;
- proficient in reviewing and understanding development plans and working effectively with relevant Departments through the development approval process.



Apex BBQ Road Bridge was replaced by The Town of Apex to make it safer for motorists, bicylists and pedestrians.

Salary and Benefits:

The hiring range for the position is \$125,000 - \$150,000, depending on qualifications and experience. The Town provides an excellent benefits package. Visit <https://www.apexnc.org/163/Employee-Benefits> to learn more.

To apply, please visit

<https://www.governmentjobs.com/careers/developmentalassociates/> and click on the

Public Works Director – Town of Apex, NC title.

To learn more about the selection process, visit <https://developmentalassociates.com/client-openings/>, select “*Client Openings*” and scroll down to “*Important Information for Applicants*.” All applications must be submitted online via the Developmental Associates application portal – NOT the Town Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters as well as unofficial transcripts must be uploaded with the application. Application review begins June 16th, 2022. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on July 14th-15th, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate. All inquiries should be emailed to hiring@developmentalassociates.com.

The Town of Apex is an Equal Opportunity Employer.



The recruitment and selection process is being managed by Developmental Associates, LLC

Employee Benefits:

Insurance

Health
Dental
Vision
Life

Paid Leave

Vacation
Sick Leave
Bereavement
Paid Parental
Paid Caregiver
Professional Leave

Retirement and Supplemental Retirement

Holidays and Floating Holidays

Other Perks

Credit Union
Longevity Pay
Recognition Programs
Tuition Reimbursement

Voluntary Benefits

Employee Assistance Program
Flexible Spending Account
Short Term Disability

