

Blacksborg

TOWN OF
VIRGINIA

Invites Your Interest in the Position of

PUBLIC WORKS DIRECTOR



The Town of Blacksburg, Virginia is seeking a mission-focused, compassionate, and experienced professional to lead the Public Works Department as its next **Public Works Director**.

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 will have 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. The position is open due to retirement of the long-term director.

The next **Director** is:

- one who has a track record of developing and overseeing sustainable strategic plans for Public Works;
- adept at service delivery and management – ensuring successful and proactive delivery of programs and services within communities;
- an excellent problem solver, someone who is adaptable, proactive, and responsive; and;
- an encouraging leader with impressive interpersonal skills who is also a natural at building a team environment with high staff morale and a sense of pride.



*Public Works staff worked with Parks and Recreation staff on the The Blacksburg Rotary Mountain Bike Park (right photo) — a community effort, spearheaded by the Blacksburg Parks and Recreation Department to bring off-road biking experiences to residents and visitors. A key priority for the next **Public Works Director** will be to energize staff to have a passion for the Town of Blacksburg vision, meet high standards of performance, work together in a unified fashion, and collaborate with partners to meet strategic goals.*

About the Community:

Blacksburg is a beautiful town located in the New River Valley of Virginia, nestled on a plateau between the Blue Ridge and Allegheny mountains. Blacksburg serves as the hub of the Roanoke/New River Valley region. Established in 1798, Blacksburg has grown from a town of a few dozen families to a population of over 50,000 people, making it one of the largest towns in Virginia. The town comprises a healthy, highly educated, and diverse population, making it a very progressive community with a high quality of life. Blacksburg has activities that appeal to young professionals, families, and seniors. There are numerous parks to choose from, making the town an excellent venue for the outdoors lover.

At the core of Blacksburg's vibrant and engaging downtown is Virginia's largest land-grant university, Virginia Tech. The university continues to position itself as a major research institution. The presence of Virginia Tech as a corporate community member brings significant advantages to the economy of the town. The combination of approximately 37,000 students and 13,000 faculty, administrative staff and support positions brings significant buying power to the merchants and tax base of the town. Growth in technology-based research and the spawning of businesses from the university's research park, the Corporate Research Center, reflect well on the area. The wealth of resources offered by a major academic institution makes the town an attractive venue for businesses.



The annual Blacksburg Bike Parade to create sustainability is a fun, family-friendly event that begins at the Virginia Tech Electric parking lot and ends at the Blacksburg Farmers Market.



Torrgeresen Bridge, a well-known landmark, at Virginia Tech



Downtown Blacksburg contains a unique collection of specialty retail and dining establishments, art galleries, and performance halls. Wide brick sidewalks line streets flanked on each side by decorative streetlamps, hanging flower baskets, and park benches.

Schools:

The Town of Blacksburg is part of the Montgomery County School System. Blacksburg's public school system is made up of four elementary schools, one middle school, and one high school. The public school system enjoys a reputation of graduating well-prepared students and has a low teacher to student ratio offering each child an opportunity to obtain the best education possible. Several private schools also operate facilities within the region.



Blacksburg High School named one of the
Top 100 **“Best STEM High Schools
in Virginia”**
(U.S. News 2021)



Virginia Tech ranked 3rd in
“2020 Best College Campuses”
by Niche.com



Town of Blacksburg Recognitions:

- Named one of the **“Best Places in the U.S. to Raise Kids”** (Bloomberg Businessweek 2016, 2012, 2011)
- Named 5th **“Safest City in Virginia”** (National Council for Home Safety and Security 2021)
- Named **“Best Place in VA for Working Families”** (Zippia 2021)
- Named the No. 4 **“Best Affordable College Towns for Recent Grads – And Everyone Else”** (Realtor.com 2018)
- Named one of the Top 100 **“Best Places to Live”** (Livability 2018)
- Ranked No. 15 **“Best Places to Raise a Family”** (Wallet Hub 2019)
- Blacksburg named the **“Shortest Commute in Virginia”** (Business Insider 2019)
- Blacksburg named 13th **“Best College Town to Start a Career”** (Business Insider 2019)
- Blacksburg Transit named **“Outstanding Transit System of North America”** (American Public Transportation Association 2019)

About the Organization:

Since 1952, the Town of Blacksburg has been organized under the Council-Manager form of government. Council members are elected for four-year terms and are elected on a staggered basis, with elections held every two years. The Blacksburg Town Council, comprising seven members, serves as the legislative body of the local government and is responsible for adopting all ordinances and resolutions, approving the annual operating and capital budgets, setting all tax rates, approving the five-year Capital Improvement Program, setting all user fees, making land use and zoning decisions, and establishing long-range plans and policies. The mayor is elected and has the right to vote on matters brought before the governing body. The council appoints the Town Manager to act as the administrative head of the town. The [2021-22 Operating Budget](#) totals \$114 million for all funds.



The Town of Blacksburg hosts an annual “Wheels and Wagons” parade, which features a fleet of dump trucks, snow plows, fire trucks, police cars, buses, and more.

Currently, the town staff consists of 326 full-time employees and 98.31 FTE part-time employees who are involved in delivering a wide range of services to the town’s community members. Services provided include parks and recreation, housing inspection and community development programs, public transportation, public works, police, planning and zoning, and water, sewer and refuse services. Fire protection is provided with two full-time employees and a volunteer force, and emergency medical services are provided by an all-volunteer force. The town develops programs and serves the community members in a proactive manner, anticipating issues and working toward carefully crafted community-based solutions.

The Hill - Blacksburg Municipal Golf Course is a recently renovated 9-hole golf facility that is a challenge for all skill levels. The golf course is one of many park facilities owned and operated by the Town of Blacksburg.



About the Department and Position:

With a \$6.2 million budget, the **Public Works Department** is responsible for maintaining all town-owned properties, all infrastructure within the public rights-of-way, all public water and sewer utilities, and the town fleet of vehicles and equipment. Public Works also provides residential spring and fall cleanup, leaf collection, and brush collection. Refuse and recycling services are contracted programs coordinated by the Public Works Department. The Town's environmental sustainability programs are facilitated in coordination from the Public Works Department and the Sustainability Manager.

The **Public Works Director** oversees the planning, organizing and directing roadway maintenance, snow removal and other emergency operations, buildings and grounds maintenance, water and sewer utility systems maintenance, fleet management, solid waste and recycling services, and related public works functions. This Director will lead a department of 55 full-time and five part-time employees including five direct reports along with additional seasonal employees. The Public Works Director will effectively manage resources and have experience navigating and outsourcing work to meet the service demands of the community. Therefore, this Director must demonstrate impeccable customer service, financial stewardship, and project management skills.

The **Public Works Director** will have excellent financial and budget management skills and be eager to support community maintenance and growth through collaborative efforts with other departments. Furthermore, the next Director will empower and advocate for the Department's highly skilled employees while also establishing a trusting relationship with the Town Council.

Among some of the services provided by the Public Works Departments are:



Residential spring and fall cleanup



Maintenance of town-owned properties



Maintenance of the town's fleet of vehicles and equipment

To learn more about the department, visit:

<https://www.blacksburg.gov/departments/departments-l-z/public-works>

Key Position Priorities:

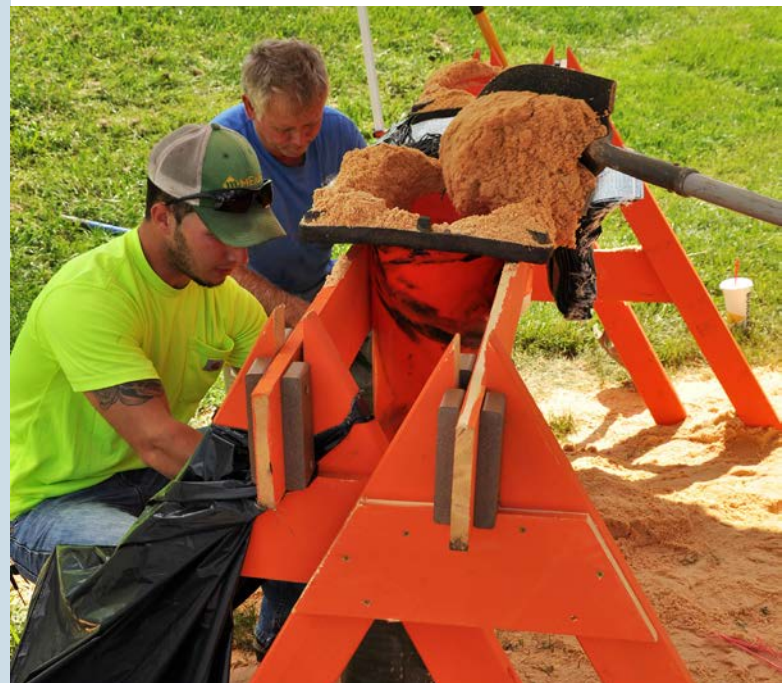
- Energizes staff to have a passion for the Town of Blacksburg vision, meet high standards of performance, work together in a unified fashion, and collaborate with partners to meet strategic goals.
- Eliminates silos and seeks commonality across functions *intra*-departmentally and works effectively *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.
- Strategically assesses and prioritizes the needs and changes of the Town and the Public Works Department and exercises flexibility to adapt plans and ensure staffing as needed to meet the needs of the community.
- Leads the department in utilizing technology and strategic planning to improve operational effectiveness and efficiency.
- Evaluates, plans for, and implements responses to the impact of aging and future infrastructure on Town operations and Public Works employees.

Qualifications:

Bachelor's degree with coursework in civil engineering, or related field and a minimum of 10 years of increasingly responsible experience in public works, engineering, or related fields, including 5 or more years of budget and supervisory responsibility is required OR equivalent combination of education and experience. Master's Degree preferred. Valid driver's license in the Commonwealth of Virginia required.



The Public Works Department staff provide leaf and debris collection for Town of Blacksburg residents.



Blacksburg Public Works Department staff pack sandbags for residents during hurricane preparation.



Sidewalk repair is one of many responsibilities of the Blacksburg Public Works Department.

The Successful Candidate is:

- supportive of highly competent staff while also increasing collaboration and cohesiveness within and across divisions;
- 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 and consistently communicates;
- a principled leader who values accountability while holding realistic and fair expectations of self and others;
- 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, and sustainability 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;
- proficient in reviewing and understanding development plans working effectively with relevant Departments through the development approval process; and,
- proactive in preserving a collaborative environment with staff and external relationships with community members, VDOT, Virginia Tech, local stakeholders/non-profits, contractors, developers, engineers, and business leaders to effectively meet the Town's goals and internal relationships within Town Departments.



Salary and Benefits:

The hiring range for the position is \$110,000- \$140,000, depending on qualifications and experience. Significant direct experience is required to obtain the higher end of the hiring range. Residency within the Town of Blacksburg or surrounding community is required. The Town provides an excellent benefits package that includes:

- Health and Dental Insurance
- Blue View Vision
- Virginia Retirement System
- Life Insurance and Long Term Disability Insurance
- Flexible Spending Accounts
- Deferred Compensation Plan
- LegalShield and IDShield
- American Family Life Assurance Company supplemental insurance policy
- Employee Assistance Program
- Safety Equipment, Uniforms, Tool Allowance and Clothing Allowance
- Annual Leave; Sick Leave; and Sick Leave Bank
- Flexible Leave Plan and Leave to Volunteer for Community Services and/or Children's Schools
- Holidays
- Funeral Leave and Military Leave
- Workers' Compensation Insurance, Social Security, and Unemployment Insurance
- Educational Incentive Program
- Service Awards
- Annual Employee Picnic, Holiday Lunch
- MyTOB APPLAUSE! Awards Program and MyTOB Wellness Program

Visit <https://www.blacksburg.gov/departments/departments-a-k/human-resources/benefits> to learn more.

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Public Works Director – Town of Blacksburg, VA** 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. Applicants must apply by June 19th, 2022. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on July 11th – 12th, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate. The Town of Blacksburg is an Equal Opportunity Employer.



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