



# COUNTY ROADS CAPITAL PROGRAMMING MANAGER

**\$90,504 - \$127,848**

*Plus Excellent Benefits*

*Apply by*  
**September 29, 2022**

*(Open Until Filled. Applications Reviewed as Submitted)*

**PROTHMAN**



## WHY APPLY?



Located in Southwest Washington, Clark County stretches from the north bank of the Columbia River to the southern shadows of Mount St. Helens. Clark

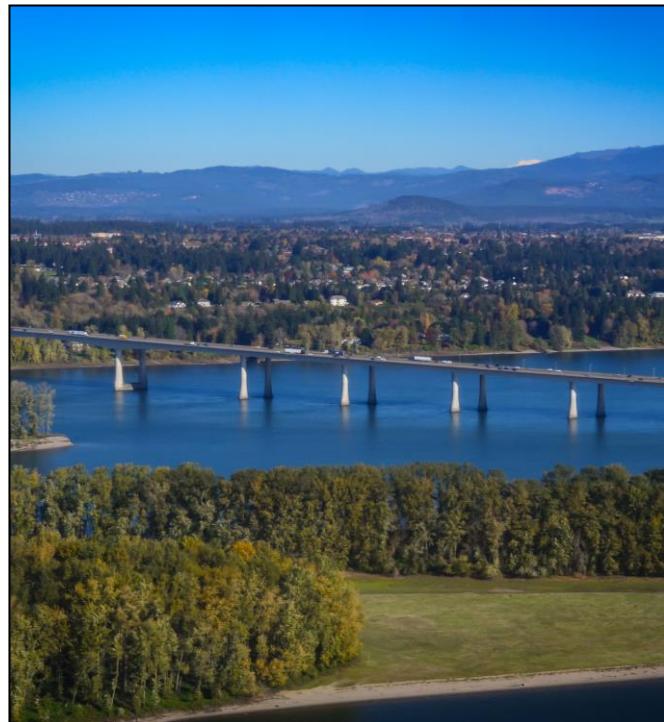
County is a vital player in a bi-state metropolitan area with a growing economy, an exemplary education system and access to high-quality health care, housing, transportation, parks and many other amenities.

This County is currently looking to fill this position as an Engineering Services Manager III; however, this position could be under filled as an Engineering Services Manager II. All qualified candidates are encouraged to apply.

If you are an experienced Public Works professional looking to join a team of dedicated employees to provide excellent services in one of the most beautiful areas in the pacific northwest, this is the right position for you!

## THE COMMUNITY

As a regional hub for transportation and commerce, Clark County is across the Columbia River from Portland, Oregon, and the Portland International Airport. Clark County is the fifth most populous county in Washington with more than 481,950 residents and encompasses more than 656 square miles. Clark County's seat and largest city is Vancouver, which is the fourth largest city in Washington and boasts a vibrant downtown and a thriving restaurant and brewery scene.



Clark County offers a high quality of life with low property taxes, affordable housing, high-performing schools and convenient access to outstanding cultural and recreational amenities. Interstates 5 and 205 provide access to major economic centers in Washington and Oregon.

With more than 40 miles of frontage on the Columbia River, the county offers a mix of urban areas, small towns, parks, farms, forests and wildlife refuges. With a mild year-round climate, the region is the perfect place to take advantage of outdoor recreational activities, including fishing, hunting, swimming, boating, camping, hiking and skiing. The county has easy access to the Pacific Coast, only 90 miles to the west, and the Cascade Mountains, including Mount Hood and Mount St. Helens, each less than a two-hour drive away. Clark County is also home to the Fort Vancouver National Site, a 366-acre historic reserve that Congress created in 1996. The site is owned and managed by the National Park Service and the city of Vancouver.

The county is served by nine school districts, with enrollments ranging from fewer than 200 students to more than 26,000 students. Several districts host programs for home schooling and the trades. Clark College and Washington State University Vancouver, the only four-year university in Southwest Washington, are both located in Clark County.

## THE COUNTY

Founded in 1845, Clark County is governed by the five-member Clark County Council, with five councilors elected at the district level and the council chair selected by the councilors at the beginning of each year. The county council is responsible for constituent inquiries, adopting the biennial budget, developing and implementing planning and zoning policies, adopting ordinances, and making citizen appointments to some advisory committees and boards, while the county manager oversees the day-to-day operations of administrative departments.

County departments include: assessor, auditor, board of equalization, budget, children's justice center, community development, community planning, community services, county clerk, county council, county manager, courts, district court, elections, general services, geographic information systems, human resources, juvenile court, medical examiner, prosecuting attorney, public health, public works, sheriff, superior court, and treasurer. Clark County adopted a 2022 General Fund budget of \$321,324,822 and a countywide budget of \$891,104,400. The county employs approximately 1,700 full-time equivalent employees.



## THE DEPARTMENT

The Clark County Public Works Department employs more than 300 employees and provides services primarily to 225,000 residents who live in unincorporated areas outside city boundaries. The department is currently divided into six divisions: Administration & Finance, Clean Water, Engineering & Construction, Parks & Lands, Road Maintenance & Safety, and Transportation & Development. These divisions work closely together and sometimes with other county departments and outside agencies to provide services and build projects for the public. Each division has a manager who reports to Public Works Director/County Engineer.

## THE POSITION

This position will supervise the Capital Project Programming Section within the Office of the County Engineer in the Public Works Department. There are two programming specialists and two (one at half time) engineers in the section that lead project scoping and grant activities in the delivery of exciting and challenging projects for several programs in Public Works including Transportation, Parks, Clean Water, Bridges/Culverts, Sidewalks, and Pavement Preservation.

The Capital programming section develops the Six-Year Transportation Improvement Program and the Annual Construction Program for adoption by the Clark County Council. The section is also responsible for development of several report submissions to the County Road Administration Board to help assure compliance with legal and appropriate expenditure of the County Road Funds.

This position reports to the County Engineer and works collaboratively with sections throughout Public Works and other county departments. It will also work closely with state and federal agencies in coordinating project activities, along with working directly with technical committees, the public and neighborhood associations.

Administrative responsibilities include developing and refining program goals, setting and managing objectives and measurable outcomes, ensuring compliance with the county, state, and federal regulations, and timely delivery of Public Works projects. In addition, the position would need to understand compliance in consultation with developing feasible funding strategies and leveraging dollars to build capital projects.



**IDEAL CANDIDATE****Education and Experience as ESM III:**

- A bachelor's degree from an accredited college or university with major course work in project management, civil engineering, construction management, planning, public administration, or other discipline applicable to the position.
- Five (5) years of increasingly responsible program management, project development or grant writing/compliance experience, including leading teams of professional and technical staff.
- Proficiency using personal computers and software applications including GIS, word processing, spreadsheets, scheduling software, and databases.
- Registration as a Professional Civil Engineer in the State of Washington is highly desirable.
- Valid driver's license.

**Necessary Knowledge, Skills, and Abilities:**

- Principles and practices of staff selection, supervision, training, and evaluation.
  - Strategize and forecast capital projects with leveraging multiple funding sources with varying rules, regulations, guidelines.
  - Accurately interprets compliance for multiple million-dollar capital projects to avoid funding loss.
  - Methods of grant writing, contract administration, budget development and resource forecasting.
  - Program Management, project management, including planning, scheduling, monitoring, and problem solving.
  - How project designs, plans, specifications, cost estimates and related documents are prepared and how complex public works projects are constructed.
  - Contract negotiation and administration for consultant services in accordance with Local Agency Guidelines, Federal Codes of Regulations, and state laws (WAC/RCW).
  - Long range land use and transportation planning process.
- Importance of continuous process improvement.

Clark County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **September 29, 2022** (Open until filled. Applications Reviewed as Submitted). Applications, resumes and cover letters will only be accepted electronically. To **apply online**, go to [www.prothman.com](http://www.prothman.com) and click on "**Open Recruitments**", select "**Clark County, WA – County Roads Capital Programming Manager**", and click "**Apply Online**", or click [here](#).

**Education and Experience as ESM II:**

- A bachelor's degree from an accredited college or university with major course work in project management, civil engineering, construction management, urban planning, public administration, or other discipline applicable to the position.
- Three (3) years of increasingly responsible program management, project development or grant writing and compliance experience.
- Two (2) years leading teams of professional and technical staff.
- Proficiency using personal computers and software applications including GIS, word processing, spreadsheets, scheduling software, and databases.
- Registration as a Professional Civil Engineer in the State of Washington are highly desirable.
- Valid driver's license.

**COMPENSATION & BENEFITS**

- **\$90,504 - \$127,848 DOQ**
- Medical, vision and dental.
- Health Savings Account.
- Paid Time Off (PTO).
- Deferred compensation (457 Plan).
- 11 paid holidays.
- Life insurance.
- Long-term disability insurance.
- Optional coverage.
- Employee Assistance Program (EAP).
- Washington Public Employees' Retirement System.

**For more information on  
Clark County, please visit:**

**[www.clark.wa.gov](http://www.clark.wa.gov)**

**[www.prothman.com](http://www.prothman.com)**

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