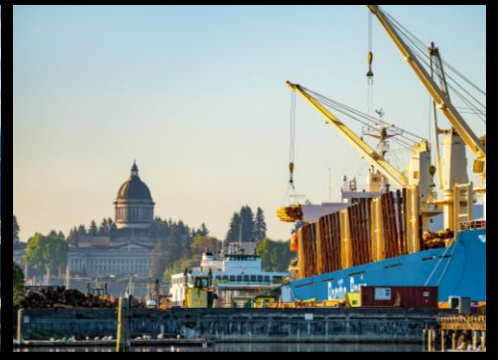




PORT of OLYMPIA

Washington

EXECUTIVE DIRECTOR

\$175,000 - \$225,000

Plus Excellent Benefits

First review of applications will be:

December 10, 2023

(This position is open until filled)

***P*ROTHMAN**



WHY APPLY?

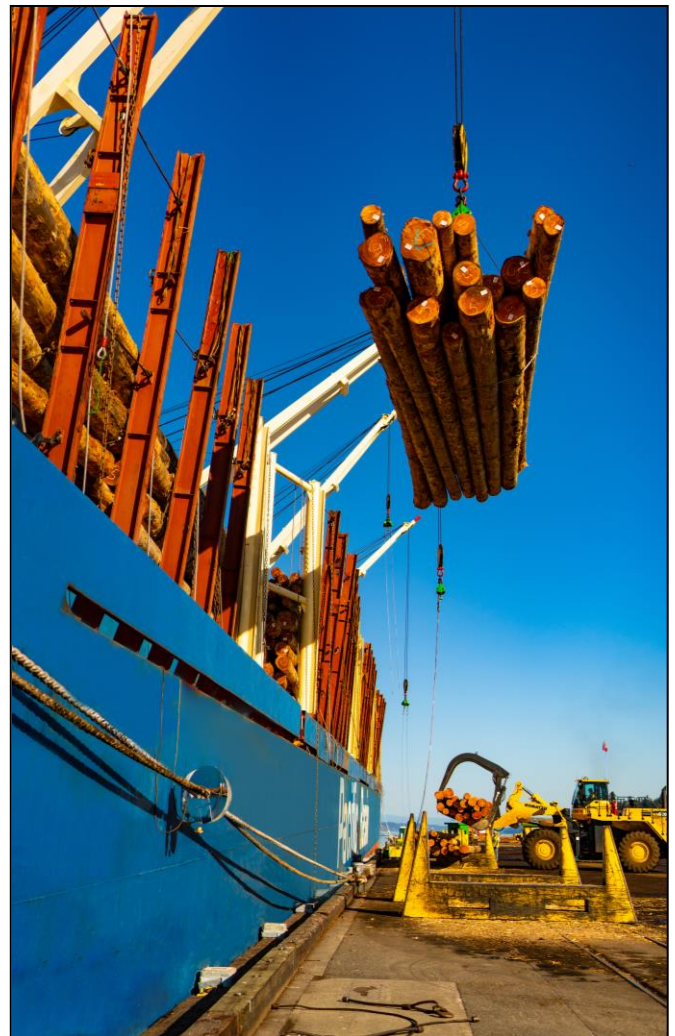


If you are a dynamic, visionary leader with extensive budget, program management and supervisory experience, whose emotional intelligence quotient will continue to build trust, confidence and a collaborative working environment, this is an outstanding and unique position to consider. This is an excellent opportunity for a self-driven executive professional to work alongside the Port of Olympia's cohesive Commission to take an already fiscally strong and well-managed organization to the next level.

As the Executive Director, you will have the unique chance to lead a dedicated team and collaborate with various stakeholders to drive strategic initiatives that promote job creation, sustainable growth, and environmental stewardship. You will play a crucial role in driving the success of the Port, while ensuring its operations align with organizations values, mission, and strategic goals. Your vision and expertise will contribute to the Port's reputation as a progressive and environmentally conscious organization. This prestigious role presents an incredible opportunity for a visionary leader to shape the future of this vital economic engine and contribute to the growth and prosperity of the entire Thurston County region.



Collaboration and partnerships are at the heart of the Port of Olympia's success. You will work closely with Tribal governments, state and federal agencies, local businesses, and community organizations to foster economic growth and create a thriving business ecosystem. Your ability to build relationships and forge strategic alliances will be instrumental in achieving shared goals while making a lasting impact and legacy that transcends boundaries in Thurston County.



Thurston County, where Olympia is located, offers a vibrant and diverse community that combines urban amenities with breathtaking natural beauty. Nestled between the majestic Olympic Mountains and the picturesque Puget Sound, this region provides an unparalleled quality of life. Residents enjoy a thriving arts and cultural scene, a strong sense of community, and a wide range of outdoor recreational opportunities, including hiking, boating, and exploring the stunning nearby national parks.

The Port of Olympia, Washington States Capital City, serves as a gateway for international trade and a hub for local businesses, recreation, and tourism, making it a key driver of economic development in the region. It is a vital economic engine, responsible for managing and operating an international breakbulk marine terminal, the 7th largest marina and boatyard in the state of Washington, a regional airport with general aviation use and a full service commercial real estate division.

THE ORGANIZATION

Established in 1922, the Port of Olympia has a proud history in Thurston County. The Port serves the community by promoting trade, supporting family-wage jobs, and improving the environment. Today, more than 5,000 jobs and nearly \$715.5 million in economic activity in Thurston County depend on the Port of Olympia.

The Port of Olympia is currently governed by three elected commissioners who set policies and objectives for the organization. However, the county recently approved a proposition to increase the number of commissioners from three to five by electing an additional two in the 2023 general election. The five commissioners will serve in five separate newly created districts, each serving a four-year term. The commissioners appoint the Port's Executive Director, who is responsible for the ongoing management of the Port's enterprises and facilities.

The Port of Olympia operates with 49 FTEs utilizing 2023 budgeted operating revenues of \$15,889,591 and a capital budget of \$2,571,576.

The Port's departments and business units include Operations (Marine Terminal, Airport, Swantown Marina and Boatworks, and Maintenance), Economic Development and Real Estate, Strategic Initiatives and Commission Relations, which includes Communications, Marketing and Government Affairs, Environmental Planning and Programs, Human Resources and Administrative Services, and Finance and Contracting.

From the commercial center at NewMarket Industrial Campus and the diversified specialty Marine Terminal, to the vibrant Swantown Marina and Boatworks and the strategically located Olympia Regional Airport, the Port of Olympia is committed to fostering economic growth in the South Puget Sound region and serving the needs of global customers. The Port values its relationships with the community, customers, Squaxin Island Tribe, Nisqually Indian Tribe, Chehalis Tribe, municipal governments, Joint Base Lewis-McChord (JBLM), and many regional economic development partners.

To learn more about the Port of Olympia, please visit www.portolympia.com.

THE POSITION

Reporting to the five-member Commission, the Executive Director serves as the Chief Executive of the Port of Olympia and is responsible for all activities of the Port. This person will provide strategic direction and promote the mission, vision, values and strategic goals of the Port that are defined through consensus with the Commission.



Position Values

Leadership: Provide visionary leadership that inspires and motivates the Port's team, fostering a culture of excellence, collaboration, and continuous improvement. We believe that our people are our greatest asset, and your passion for their growth and well-being will be instrumental in driving our success.

Economic Development: Drive economic growth and prosperity in the region by attracting new businesses, cultivating strategic partnerships, and creating a vibrant ecosystem of innovation and entrepreneurship. Together with our dedicated team, we will unlock the full potential of our resources and create opportunities that benefit the entire community.

Community Engagement: Act as a bridge between the Port and the community, fostering meaningful connections, and empowering local residents to actively participate in shaping the Port's future. Your ability to engage and inspire people from all walks of life will be crucial in building trust, fostering collaboration, and ensuring that our actions reflect the needs and aspirations of the community we serve.

Environmental Stewardship: Champion sustainable practices and initiatives that not only minimize our ecological footprint but also serve as a model for other ports and industries, demonstrating that economic progress and environmental preservation can coexist harmoniously. By nurturing a deep sense of environmental responsibility within our team, we will create a lasting impact on the health and well-being of our planet.

Position Impact

Economic Impact: Lead the Port's efforts to become a catalyst for economic transformation, generating new jobs, attracting investments, and fostering a thriving business environment that benefits the entire community. Through your leadership and the dedication of our team, we will create a vibrant and inclusive economy that provides opportunities for all.

Infrastructure Development: Spearhead the development and modernization of our facilities, ensuring they are state-of-the-art, resilient, and adaptable to the evolving needs of the maritime and industrial sectors. By investing in our infrastructure and leveraging the expertise of our team, we will create a world-class port that sets new standards for efficiency, safety, and sustainability.

Environmental Impact: Implement innovative solutions and best practices that go beyond compliance, positioning the Port as a leader in sustainable port operations and environmental stewardship. With the support of our passionate team, we will pioneer new approaches to reduce our carbon footprint, protect our natural resources, and preserve the beauty of our surroundings for generations to come.

Community Impact: Collaborate with local stakeholders, government agencies, and community organizations to address social and economic disparities, enhance public access to Port facilities, and create inclusive opportunities for all. By fostering a culture of empathy, inclusivity, and social responsibility within our team, we will make a positive and lasting impact on the lives of the people we serve.

To view the full job description, please view the attachment found [here](#) or on www.prothman.com.

A MESSAGE FROM THE PORT COMMISSION

The Port Commission is committed to the sustained success of the Port's mission, continuity of operations and to fostering an environment where staff can thrive and continue to develop professionally.

Commissioners recognize the value of a thoughtful examination of the Port's processes and structure and are committed to the Executive Director having all the necessary financial and staff resources to successfully embrace the mission of the Port.



OPPORTUNITIES

Strategic Planning: Develop and execute a bold and forward-thinking strategic plan that not only positions the Port for success but also sets new benchmarks for sustainability, community engagement, and economic impact. Your passion for people and their growth will be instrumental in shaping a plan that reflects their aspirations and unlocks their full potential.

Stakeholder Engagement: Foster a culture of collaboration and inclusivity, where the voices of tenants, customers, employees, and community members are heard, valued, and integrated into decision-making processes. By creating an environment that encourages open dialogue and embraces diverse perspectives, we will build strong relationships and achieve shared goals.

Innovation and Technology: Embrace emerging technologies and disruptive innovations to revolutionize port operations, enhance efficiency, and create a seamless experience for our customers and partners. Your passion for innovation and your ability to inspire our team to embrace change will be key in driving continuous improvement and staying ahead of industry trends.

Professional Development: Invest in the growth and development of our talented team, providing them with the resources, training, and mentorship they need to excel and become leaders in their respective fields. Your commitment to their well-being and professional growth will foster a culture of excellence, empowerment, and continuous learning.

If you are a visionary leader with a passion for driving sustainable economic growth, fostering community empowerment, and preserving our environment, all while valuing and nurturing our incredible and hardworking team, we invite you to apply for the position of Executive Director at the Port of Olympia. Together, let's embark on a transformative journey that will redefine what a port can be and inspire others to follow in our footsteps. Join us in shaping the future of the Port of Olympia and the Thurston County community.

EDUCATION & EXPERIENCE

A bachelor's degree and ten (10) years or more of progressively responsible management experience directing operational activities, public policy, research or marketing, economic development, finance and/or other activities relevant to municipal or Port operations, or fifteen (15) years of experience in lieu of education is required.

Preferred experience includes:

- Eight (8) or more years of experience managing large-scale budgets.
- Experience working with a tribal government, board, council or commission is desirable.
- Experience advancing environmental initiatives.
- Strong interpersonal skills, writing and public speaking.
- Working with customers, the public, politicians, and employees.
- An advanced degree is a plus.
- Must possess a valid driver's license.

For more information about the Port of Olympia, please visit:

www.portolympia.com

COMPENSATION & BENEFITS

- **\$175,000 - \$225,000 DOQ**
- Medical, prescription, vision, and dental insurance with no out-of-pocket employee premiums and full coverage for employee, spouse, and all eligible dependents.
- Life and AD&D insurance with a maximum of \$100,000.
- 12 paid holidays.
- Earned vacation and sick leave.
- Bereavement leave.
- Educational assistance.
- Long-term disability insurance with optional additional coverage paid by the employee.
- Washington State Retirement System.
- Wellness fringe benefit.
- Optional AFLAC.
- Optional Ameriflex FSA.

To learn more about the full benefits provided, please view the attachment found [here](#).

RECRUITMENT SCHEDULE

The preliminary screening interviews are anticipated to be held in December. Select candidates will be invited to the Port of Olympia in January of 2024 for finalist interviews.



The Port of Olympia is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **December 10, 2023** (first review, open until filled). Applications will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**Port of Olympia, WA – Executive Director**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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