



**PUBLIC WORKS DIRECTOR**  
**\$145,000 - \$165,000 DOQ**

*Plus Excellent Benefits*

*Apply by*  
**February 8, 2026**  
*(First Review, Open Until Filled)*

***P*ROTHMAN**



## THE COMMUNITY



Pend Oreille County, located in the northeastern corner of Washington State, shares its borders with Idaho and Canada.

With a population of approximately 13,600 residents, the county is renowned for its old-growth trees and abundant wildlife, including elk, white-tailed deer, moose, bobcats, bears, and numerous bird species. Outdoor enthusiasts can enjoy activities such as hiking, camping, fishing, and wildlife viewing in areas like the 440-acre Pend Oreille County Park. In addition, the Pend Oreille River, one of the few northward-flowing rivers in North America, offers opportunities for boating, fishing, and paddling along the 70-mile Pend Oreille River Water Trail. This trail provides access to environmental and historical points of interest, picnic spots, and campsites, making it ideal for family and fresh air activities.

The county's name originates from French trappers' description of the ear pendants worn by local Indigenous tribes. Today, the Kalispel Tribe maintains a 4,557-acre reservation within the county, preserving its rich Native American heritage. History enthusiasts can explore old mines, logging camps, pioneer homes, and historical buildings throughout the area. Pend Oreille County's economy has traditionally been based on natural resource extraction, particularly zinc and lead mining. In recent years, the County has attracted manufacturing industries, drawn by its abundant, inexpensive hydroelectric power and the appeal of rural living.

## THE COUNTY

Created in 1911, Pend Oreille was the last county formed in the state. The County has a population of nearly 13,600. Newport, with a population of 2,276, is the largest town in the County and is the county seat. The Board of County Commissioners serve as the County's legislative authority and as the chief administrators for county operations. The three Commissioners are elected to four-year terms. The Board adopts and oversees the budget and departments not under another elected official such as Public Works, Community Development, Counseling Services, Human Resources, and Information Technology Services. In total, the County employs approximately 200 individuals.

## THE DEPARTMENT & POSITION

The objective of the Pend Oreille County Public Works Department is to preserve the County's friendly and rural lifestyle while protecting the health, safety, and welfare of residents, land, and waterways. Public Works includes the Road, Buildings & Grounds, Parks & Recreation, Solid Waste, and Equipment Rental & Replacement (ER&R) divisions. The department also includes fueling and servicing of a fleet of approximately 120 vehicles. Together, these divisions play a critical role in maintaining infrastructure and supporting community needs across Pend Oreille County.

The Public Works Director serves at the pleasure of the Board of County Commissioners, providing regular briefings and receiving strategic direction while retaining full authority over daily departmental operations. This role provides leadership, oversight, and direct involvement in all county engineering design and construction projects, while also supervising Public Works staff and managing services across 1,425 square miles in northeast Washington. The Director manages approximately 40 FTEs and administers an annual budget of about \$15 million across four distinct funds. The Public Works Director is responsible for planning, engineering, design, construction, operation, and maintenance of roughly 550 miles of county roadways, 39 bridges, and three solid waste transfer stations. This position also oversees the facilities maintenance activities for the organization. The Public Works Director must maintain strong relationships with federal, tribal, state, and local officials. Decisions made by the Director have significant impacts on public safety, legal liability, fiscal responsibility, and employee performance.

To view the full job description, please view the attachment found [here](#).





## OPPORTUNITIES & PRIORITIES

### New Combined Role

As a newly consolidated position, the incoming Public Works Director will be expected to provide strong leadership, set a clear vision, establish effective practices, and ensure alignment between engineering and other public works functions.

### Workplace Culture

The Public Works Director will aim to strengthen workplace culture by fostering collaboration, encouraging open communication, and building a sense of shared purpose, with the goal of unifying the department and creating an environment where employees feel valued and supported.

### Change Management

The Public Works Director will create an atmosphere where change is approached with confidence and seen as an opportunity for growth. The selected candidate will guide the department through transitions in a way that promotes stability while encouraging innovation.

### Departmental Structure

The successful candidate will assess the structure, staffing, and workflow of the department to ensure it is properly resourced to meet regulatory and community needs. The Public Works Director will evaluate current operations, and implement changes that strengthen efficiency and service delivery.

## THE IDEAL CANDIDATE

- Knowledge of modern public works and engineering principles, practices, and operations, including road construction, maintenance, and snow removal.
- Knowledge of budgeting, financial management, and the ability to build, execute, present, and adjust budgets while ensuring proper allocation of limited funds.
- Strong business acumen with experience approving financial payments and overseeing fiscal accountability across diverse public works functions.
- Knowledge of solid waste management and fleet operations, with the ability to oversee a broad scope of public works services as a generalist.
- Experience leading a unionized workforce, including knowledge of labor agreements with unions such as AFSME and Teamsters.



- The ability to collaborate with state and city Departments of Transportation and other intergovernmental partners on cross-jurisdictional projects.
- Knowledge of and experience in grant writing and administration, including compliance with federal and state reporting requirements.
- The ability to provide strategic planning and vision for 5, 10, and 15 years into the future, aligning operations with long-term community needs.
- The ability to manage change and create a culture where new approaches are embraced constructively.
- Skill in assessing organizational structures, staffing levels, and workloads, and implementing changes to improve efficiency and service delivery.
- The ability to communicate clearly and transparently with the Board of County Commissioners, staff, and the public, including delivering briefings and reports.
- Knowledge of government operations and decision-making processes, with the ability to navigate policies and procedures effectively.
- Strong interpersonal skills with an approachable leadership style and the ability to maintain awareness of staff duties, challenges, and responsibilities.
- The ability to foster collaboration and teamwork, unify department functions, and build a positive and engaged workplace culture.
- Skill in community-oriented leadership and working with citizens to address public works concerns and service needs.
- Demonstrated situational awareness and sound judgment in evaluating operational issues and responding appropriately.
- The ability to represent the department with professionalism, integrity, and accountability with federal, state, tribal, and local officials.

## EDUCATION & EXPERIENCE

- Eight (8) years of progressively responsible work experience in the area of Public Works, including five (5) years of top-level management/director-level experience.
- Must speak clearly, read, and write legibly in the English language.
- Knowledge of and experience in grant writing and administration required, including compliance with federal and state reporting requirements for funded projects.
- Experience in community-oriented leadership roles with cross-over intergovernmental programs and cooperative operations.
- Demonstrable experience in conferring and interfacing with citizens regarding public works issues.
- Management experience in a local government agency preferred.
- Must have a valid driver's license, successfully pass a background check and driving records check, and be a U.S. citizen or lawful permanent resident.

## COMPENSATION & BENEFITS

- **\$145,000 - \$165,000 DOE**
- Full medical and vision insurance for the employee.
- Optional dental, vision, and medical coverage for dependents.
- Washington State retirement pension is applicable, plan choices vary.
- County-paid benefits which include life insurance, long-term disability, and Employee Assistance Program.
- 12 days of sick leave per year.
- 24 days of paid vacation per year. Increases after 5 years of service.
- 12 paid holidays.
- Pend Oreille County offers a wide range of optional benefits.

**For more information on  
Pend Oreille County, please visit:**

**[www.pendoreille.gov](http://www.pendoreille.gov)**

Pend Oreille County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 8, 2026** (first review, open until filled.) Application materials will only be accepted electronically. To **apply online**, go to **[www.prothman.com](http://www.prothman.com)** and click on "Open Recruitments", select "**Pend Oreille County, WA – Public Works Director**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



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