



OREGON CITY

OREGON

ASSISTANT PUBLIC WORKS DIRECTOR - OPERATIONS

\$114,096 - \$142,488 DOQ

Plus Excellent Benefits

Apply by

August 23, 2026

First Review, Open Until Filled

***P*ROTHMAN**



WHY APPLY?



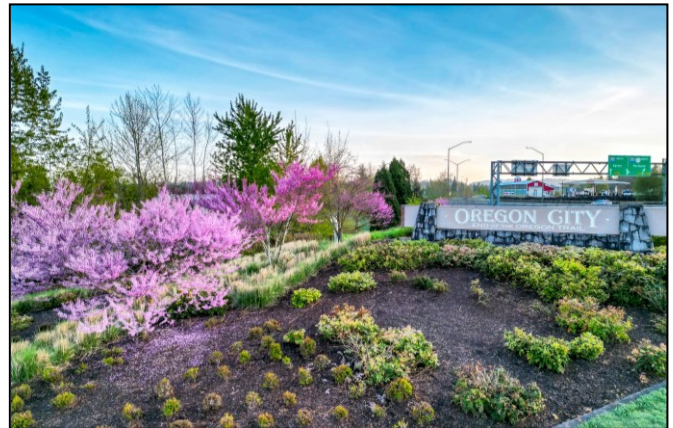
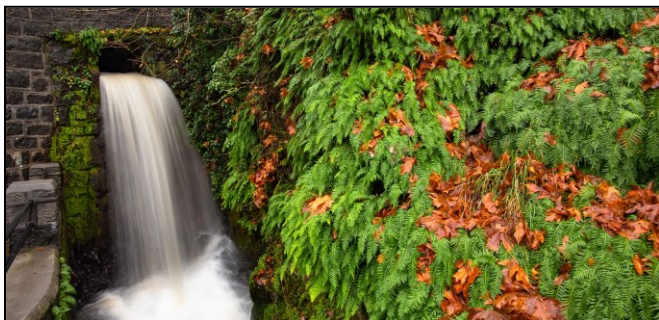
Oregon City offers an outstanding opportunity for an experienced and people-focused public works leader to guide daily operations of the City's essential infrastructure while helping

shape a culture of safety, accountability, and service excellence. With a strong commitment to safe, reliable, and sustainable transportation, water, wastewater, stormwater, and fleet services, the City takes pride in enhancing residents' quality of life, economic vitality, and environmental stewardship. Oregon City provides a collaborative, community-focused environment where operational excellence, innovation, and public service come together to make a lasting impact.

THE COMMUNITY

Nestled atop the bluffs overlooking the iconic Willamette Falls, Oregon City is rich in history, natural beauty, and modern amenities. Situated at the confluence of the Willamette and Clackamas Rivers, Oregon City offers a unique blend of small-town charm and easy access to the amenities of the Portland metropolitan area. Just 13 miles south of downtown Portland and less than 25 minutes from the Portland International Airport, Oregon City is ideally positioned for residents and businesses seeking a high quality of life with convenient regional connections.

Known as "The City at the End of the Oregon Trail," Oregon City is deeply rooted in history, being the first incorporated city west of the Rocky Mountains and serving as the original capital of the Oregon Territory. Today, Oregon City remains a vital regional hub as the County seat of Clackamas County and is designated as a Regional Center, with a population of approximately 38,469 residents across 10.27 square miles.



Oregon City has an expansive range of recreational opportunities due to its proximity to rivers, excellent golf courses, Mt. Hood, and the Oregon Coast. Outdoor enthusiasts enjoy boating, water and snow skiing, swimming, golfing, and fishing, making Oregon City a haven for year-round activities. The city's extensive parks, trails, and riverfront areas provide additional options for hiking, cycling, and picnicking.

The city is also home to several iconic landmarks, including the awe-inspiring Willamette Falls, the municipal elevator (one of only four municipal elevators in the world), and the End of the Oregon Trail Interpretive Center. Numerous historic sites add to Oregon City's charm, most notably the home of John McLoughlin, known as the "Father of Oregon." These landmarks, along with a well-preserved historic downtown, attract visitors from across the region and celebrate the city's deep historical roots.

Oregon City is well-connected by major transportation routes, including Interstate 205 and State Highways 99E and 213, providing convenient links to neighboring communities such as Portland, Salem, Canby, and other parts of Southwest Clackamas County. The city's prime location has fostered steady economic growth and a vibrant community atmosphere while preserving its historical character.

In addition to its rich heritage and recreational opportunities, Oregon City is known for its livability, offering residents a growing economy, and access to excellent schools. With its historic downtown, riverfront parks, and scenic trails, Oregon City continues to attract families, professionals, and outdoor enthusiasts who seek a balanced lifestyle blending history, nature, and modern convenience.



THE CITY

Oregon City operates under the provisions of its own charter and applicable state law with a Council-Manager form of government. The elected officials consist of the Mayor and four Commissioners who serve staggered four-year terms. All positions have term limits, and no person shall hold office for more than two terms of four years in any ten-year period. The City Manager is appointed by the City Commission to oversee the delivery of public services and is responsible for all administration and management. Operating on a 2025-2027 Biennial Budget of \$318.1 Million with 221.23 FTEs, the City provides a full range of municipal services to the community which includes police protection, traffic control and improvements, street maintenance and improvements, water distribution, wastewater collection and stormwater services, planning, zoning and building regulation and inspection, community library service, municipal court and parks and recreation.



THE DEPARTMENT

Operating with 43 FTEs on a 2025-2027 Biennial Budget of \$167.1 Million, the Public Works Department is one of the largest in the city and is responsible for planning, delivering, and maintaining the City's essential infrastructure and public facilities. The department is organized into two primary divisions: Engineering and Operations. The Engineering Division oversees capital project delivery, development review, long-range infrastructure planning, and engineering standards, while the Operations Division is responsible for the day-to-day operation, maintenance, and repair of the City's transportation, drinking water, wastewater, stormwater utility systems, as well as the City's fleet vehicles and equipment. Together, these divisions work collaboratively to ensure infrastructure investments are well planned, efficiently delivered, and sustainably maintained.



The Public Works Department provides a comprehensive range of services essential to the City's safety, functionality, and quality of life. These services include planning, design, construction, operation, and maintenance of a multi-modal transportation system, water distribution, wastewater collection, and stormwater management and fleet services. The department manages the City's capital improvement program, supports development through engineering review and inspection, ensures compliance with regulatory requirements, and responds to infrastructure needs during emergencies. Through proactive planning, asset management, and community coordination, Public Works supports reliable utilities, safe transportation, environmental stewardship, and resilient public infrastructure.

THE POSITION

Reporting to the Public Works Director, the Assistant Public Works Director - Operations serves as a key member of the department's leadership team and provides strategic and operational oversight for Oregon City's Public Works Operations Division. The position supports the delivery of essential public services including transportation, water distribution, wastewater collection, storm-water management, fleet services, asset management, and other operational functions that collectively support the City's residents, businesses, and visitors.

This position oversees division managers and operational staff while promoting a culture of safety, accountability, professionalism, and service excellence. The position provides guidance and support on operational planning, project delivery, budgeting, procurement, policy implementation, employee development, emergency preparedness, and organizational performance. The Assistant Director serves as a trusted advisor to the Public Works Director and works closely with City leadership, Engineering, Finance, Human Resources, Information Technology, regulatory agencies, partner organizations, and the community.

As the department continues to evolve under the leadership of a relatively new Public Works Director and a strong team of experienced managers, the Assistant Director will play a significant role in strengthening organizational alignment, supporting operational excellence, enhancing communication and collaboration, and helping position the department for continued success.

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



OPPORTUNITIES & PRIORITIES

Operational Excellence and Project Delivery:

The Assistant Public Works Director – Operations will have the opportunity to strengthen project management practices, improve consistency in operational processes, and support the successful delivery of department priorities. The role will help ensure that projects, procurement activities, Commission materials, and other operational initiatives are coordinated effectively and executed with a high degree of professionalism and accountability.

Leadership Alignment and Organizational Development:

Oregon City benefits from an experienced and committed Public Works team. The Assistant Director will have the opportunity to support managers, develop emerging leaders, strengthen cross-divisional alignment, and foster continued collaboration across the department. Building upon existing strengths while promoting consistency, communication, and accountability will be an important focus of the role.

Cross-Department Collaboration and Partnership:

Public Works relies on productive partnerships with Engineering, Finance, Human Resources, Information Technology, and other City departments. The Assistant Director will play a key role in strengthening internal coordination, improving organizational responsiveness, and helping advance shared priorities throughout the organization.

Technology, Asset Management, and Data-Informed Decision Making:

The department continues to advance its asset management, operational technology, fleet management, and infrastructure planning capabilities. The Assistant Director will help support these efforts by promoting the effective use of information, technology, analytics, and organizational systems to inform operational and capital investment decisions.

Workforce Development, Safety, and Culture:

The Assistant Public Works Director will help cultivate a workplace culture that values safety, communication, employee development, and professional growth. Supporting staff success through coaching, mentoring, conflict resolution, succession planning, and leadership development will remain an important priority as the department continues to prepare for future opportunities and challenges.

THE IDEAL CANDIDATE

The ideal candidate will be a collaborative, approachable, and highly credible public works professional who is equally comfortable working alongside field personnel, engaging with department managers, presenting to elected officials, and representing the City within the community. This person will be an authentic relationship builder who values open communication, active listening, and employee engagement while maintaining the professionalism necessary to make thoughtful, objective, and sometimes difficult decisions. The successful candidate will bring broad experience across public works operations and possess a practical understanding of transportation, water, wastewater, stormwater, fleet, infrastructure maintenance, operational project delivery, budgeting, procurement, and organizational management. While technical expertise is valued, stakeholders consistently emphasized the importance of leadership, communication, judgment, and the ability to support and develop people.



The ideal candidate will be known for following through on commitments, supporting managers, building trust across the organization, and creating an environment where employees feel valued, heard, and accountable for results. This person will be a thoughtful and strategic leader who understands the importance of balancing long-term organizational goals with the day-to-day realities of public works operations.

This individual will demonstrate strong organizational skills, sound decision-making, and the ability to navigate complex operational and personnel matters with fairness, consistency, and professionalism. They will embrace a service-oriented mindset, appreciate the contributions of others, and help continue Oregon City's tradition of delivering reliable, high-quality public infrastructure and services to the community.



EDUCATION & EXPERIENCE

A bachelor's degree in public administration, construction management, business administration, engineering, public works management, or a related field, along with six (6) years of progressively responsible experience in public works or utility operations, infrastructure maintenance, asset or fleet management, construction management, or a related field would be a typical way to qualify for this role. At least three (3) years of supervisory or management experience is required. An equivalent combination of education, training, and experience may be considered.

Applicants must possess a valid driver's license and be able to meet the City's driving standards. The position may require travel to City facilities, project sites, and regional meetings; work in operational and field environments; and occasional evening, weekend, holiday, or extended-hour work for public meetings, training, and emergency response activities.



COMPENSATION & BENEFITS

- **\$114,096 - \$142,488 DOQ**
- Oregon Public Service Retirement Plan (OPSRP)
- Medical/ Vision/ RX Insurance
- Dental Insurance
- Life Insurance
- Long Term Disability
- 15 Days of Sick Leave per Year
- Vacation
- Holidays
- HRA-VEBA
- Employer Deferred Compensation (3.0%)
- Merit Pay (up to 3% of annual wages)
- 125 Medical or Dependent Flexible Spending Account
- Employee Assistance Program
- 9-80 Work Schedule (every other Friday off)



To learn more about the City of Oregon City and the local community, please visit:

www.orcity.org

www.oregoncity.org



Oregon City is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **August 23, 2026**. Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "**Open Recruitments**", select "**City of Oregon City, OR – Assistant Public Works Director - Operations**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.

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