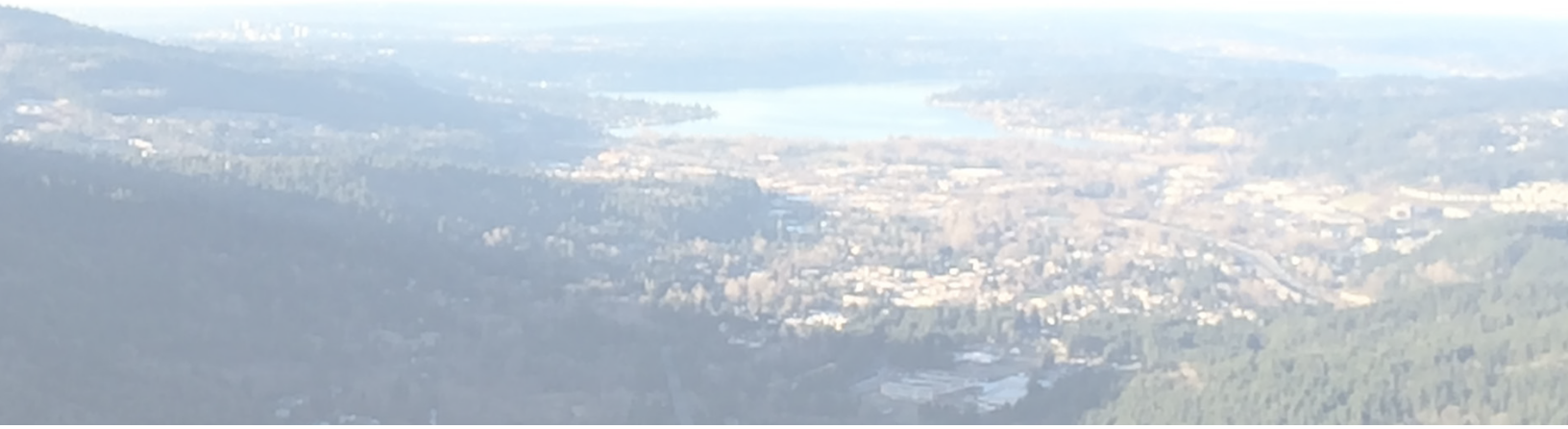
CITY OF
ISSAQUAH
WASHINGTON

DEVELOPMENT SERVICES
DIRECTOR



APPLY NOW AT

GovJobsToday.com

Along with your application, a cover letter or statement of interest is required.

DEADLINE: 5 p.m. Monday, Aug. 3, 2015

OUR COMMUNITY

Our community of more than 33,000 is conveniently located off the Interstate 90 corridor, just 16 miles east of Seattle. Issaquah — nicknamed Trailhead City — is centered within the Issaquah Alps (Cougar, Squak and Tiger mountains).

It's a destination for countless outdoor enthusiasts, including hikers and paragliders. Named Best Burb by Sunset and one of the Best Towns by Outside, Issaquah is a great destination for residents, businesses and visitors alike.

In town, Issaquah features numerous cultural and entertainment options, including a Saturday farmers market, a nationally-recognized theater and a seasonal ArtWalk. The historic salmon hatchery and Cougar Mountain Zoological Park attract regional visitors. Every October, more than 150,000 people also visit Issaquah for the annual Salmon Days Festival.

Issaquah's government has a strong mayor with a city administrator and city council elected at large.

Issaquah is a full-service city that engages the public and provides quality services to support a sustainable, safe and vibrant community. Our vision boldly states that we are the best community to invest your future.

We pride ourselves on our commitment to continuous learning, excellence in day-to-day operations, financial stewardship — we have a AAA bond rating — sustainability, innovation, relationships and communication.

WELCOME TO ISSAQUAH

NAMED BEST BURB BY SUNSET AND ONE OF THE BEST TOWNS BY OUTSIDE.

QUALIFICATIONS

Bachelor's degree (Master's degree preferred) in planning or a related field and minimum 10 years of progressively responsible experience involving management and high performance organizations.

Licenses and other requirements:
Valid Washington State driver's license with a driving record free from serious or frequent violations.

YOUR OPPORTUNITY

This is the opportunity.

Issaquah has been one of the state's fastest growing cities over the last 15 years and yet has retained its reputation for enviable quality of life.

We have planned carefully for growth and have a clear vision of our future. Most of our growth in the next 15 years will be focused on the valley floor, thanks to our Central Issaquah Plan, which guides the long-term evolution of our 1,100-acre commercial core into a more sustainable urban area that will meet our community's needs for environmental protection, jobs, housing and rapid transit.

Our new director will have an opportunity to shape the development of a new mixed-use urban neighborhood in Central Issaquah.

In addition to exciting work on the Central Issaquah Plan, other near-term projects that our Development Services Department will tackle include:

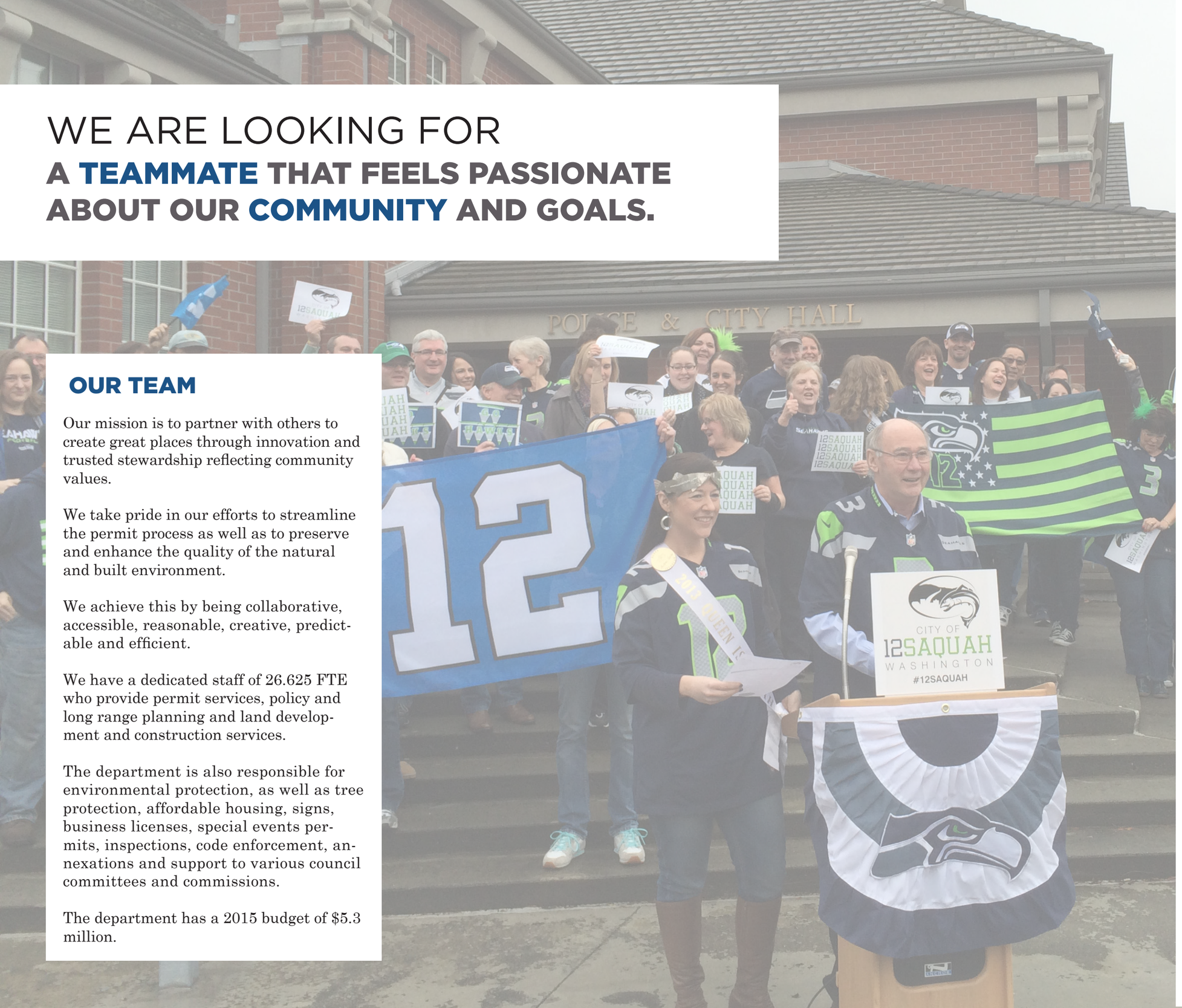
- Implementing action strategies in our newly revised Comprehensive Plan
- Leveraging our Regional Growth Center designation for the Central Issaquah Core into additional grant funding and transit service
- Facilitating the improvements in the Costco Development Agreement, which governs the expansion of this world headquarters
- Guiding City Council's review of recommended changes to our fee schedule
- Implementing our simplified traffic concurrency policy and Walk + Roll non-motorized mobility plan
- Conducting the Olde Town Subarea Plan review
- Developing next steps for our vibrant Urban Villages, as their Development Agreements expire
- Evaluating an increasing amount of land use and construction plans

The Development Services Director manages, directs, plans, and organizes the daily operations of the department.

Specific responsibilities include:

- Guiding strategic planning for departmental activities; developing short- and long-range goals, objectives, policies, and priorities for department functions and programs.
- Analyzing community needs and forecasting for future requirements
- Developing and monitoring standards and service levels.
- Leading and directing the department's staff and budget
- Administering the City's Comprehensive Plan and ensuring actions are consistent with city goals
- Making recommendations to the Mayor's office, as well as providing technical advice and collaborative services to other departments
- Executive representative to the City Council Land and Shore Committee

WE ARE LOOKING FOR
A **TEAMMATE** THAT FEELS PASSIONATE ABOUT OUR **COMMUNITY** AND GOALS.



OUR TEAM

Our mission is to partner with others to create great places through innovation and trusted stewardship reflecting community values.

We take pride in our efforts to streamline the permit process as well as to preserve and enhance the quality of the natural and built environment.

We achieve this by being collaborative, accessible, reasonable, creative, predictable and efficient.

We have a dedicated staff of 26.625 FTE who provide permit services, policy and long range planning and land development and construction services.

The department is also responsible for environmental protection, as well as tree protection, affordable housing, signs, business licenses, special events permits, inspections, code enforcement, annexations and support to various council committees and commissions.

The department has a 2015 budget of $5.3 million.

OUR IDEAL CANDIDATE

We are looking for a teammate and leader that feels similarly passionate about our community and our goals.

The ideal candidate will have proven leadership and administrative experience in local government as well as a broad background in all aspects of urban planning, development, and environmental review, and a strong track record of success in managing a multifaceted department.

The new director will work closely with city administration while maintaining excellent working relationships between departments. This senior-level executive will be results-driven, with well-grounded, ethical decision-making skills, superior interpersonal and communication skills, and outstanding public speaking abilities.

We are looking for someone who is:

- A strong leader with an up-beat, innovative, and driven outlook, who can build and maintain relationships and work in a variety of team situations with peers, staff, elected officials, and community stakeholders
- Able to thrive in a dynamic and demanding environment
- Politically astute and well-poised
- Accomplished in establishing trust and respect quickly
- Excellent at negotiating and always exercises good judgment
- Results-driven and service-focused
- A positive and enthusiastic mentor who fosters a spirit of teamwork that is professional and fun
- Experienced in working in a rapidly developing city