

*City and Borough of Sitka, Alaska*

## **PUBLIC WORKS DIRECTOR**

# **\$130,270 - \$154,876**

*Plus Excellent Benefits*  
**Including up to \$15,000 in moving allowances.**

Apply by  
**September 15, 2024**  
*(Applications Reviewed as Submitted. Open Until Filled.)*

***PROTHMAN***



## THE AREA



Located on the outer coast of Alaska's Inside Passage, the City and Borough of Sitka is settled on the west side of Baranof Island in the Alexander Archipelago, part of the Alaska Panhandle. Sitka offers unmatched natural beauty, a rich history, and endless recreational activities, from legendary fishing to world-class hiking.

Sitka is the fourth largest city in Alaska, with a population of nearly 9,000. It is renowned throughout the state as a cultural and educational capital. It is also a popular tourist destination and a port for major cruise lines that travel the Inside Passage. Sitka is accessible by air and sea, with several daily flights from Anchorage and Seattle and ferry service for passengers and vehicles provided by the Alaska Marine Highway System. The area has an oceanic climate with moderate temperatures, rarely below zero or above 75 degrees.

Sitka boasts a history dating back 10,000 years to when the Tlingit natives migrated to the area. Sitka became the Russian-American capital and was known as the "Paris of the Pacific." Many of the sites and traditions that make up Sitka's cultural heritage are still at the center of daily life in the bustling downtown. Sitka was the site of the ceremony in which the Russian flag was lowered, and the United States flag was raised after Alaska was purchased by the United States in 1867. The flag lowering and raising event is re-enacted in Sitka every October 18th - Alaska Day.



The spirit of community is strong in Sitka, and the crime rate is very low. The low-cost, high-quality services offered by the City and Borough and the State of Alaska rank among the best in the nation.

Sitka enjoys one of the most diversified economies in the state. Strong sectors exist in commercial fishing and fish processing, cruise ships, tourism, healthcare, education, and government agencies. Like much of Alaska's, Sitka's workforce tops national productivity and education norms. The overall education level of Sitka's citizens is substantially higher than the typical US community, with nearly 30% of adults having at least a bachelor's degree. A sizeable professional class is connected with the medical, education, natural resource management, and law enforcement sectors.

The nearby 17 million-acre Tongass National Forest provides ample opportunities for hiking, backpacking, and camping, and the island boasts world-class diving and charter fishing trips. Sitka Sound is well known for its world-class sea kayaking, ocean rafting, diving, and snorkeling. Sitka is a fisherman's paradise and offers saltwater sport fishing as well as freshwater stream and lake fishing.

## THE CITY AND BOROUGH OF SITKA

The City and Borough of Sitka is a unified home rule municipality created in 1971 and encompasses 8,900 square miles, making it the largest incorporated city-borough area in the United States. The Borough shares governmental responsibilities with the Sitka Tribe of Alaska, a federally recognized Indian tribe. Sitka operates under an Assembly-Municipal Administrator form of government where the elected Mayor and Assembly members establish policy. Those policies are then implemented by the Administrator, who is appointed by the Assembly and reports to them. The Assembly comprises seven members, with the Mayor being the Chair, and meets twice monthly with special sessions to discuss timely issues.

Sitka provides a full range of municipal services, including Assessing, Centennial Hall, Clerk, Electric, Finance, Fire, Harbor, Information Technology, Legal, Library, Planning, Police, Public Works, Search and Rescue, Solid Waste, Water, and Wastewater. Sitka employs 180 FTEs and has significant capital and enterprise funds, operating on an FY 2025 budget of approximately \$100 million.

## THE POSITION

Under the supervision of the Municipal Administrator, the Public Works (PW) Director's purpose is to manage the overall operations of the PW Department by developing, planning, organizing, and directing all activities of the department, including overseeing multiple divisions such as Building Engineering, Water/Wastewater, Solid Waste, Streets, Grounds and Parks Maintenance, Central Garage, Building Maintenance, and Capital Construction.

The PW Director exercises independent judgment and discretion in the leadership and management of all aspects of the PW Department's staff, operations, and compliance. The PW Director directly supervises two or more employees and is responsible for the supervision of all department staff if delegated to other managers or supervisors.

The PW Director is a management employee who assists and acts in a confidential capacity to the Municipal Administrator, Assembly, Municipal Attorney, and other department heads who formulates, determines, or effectuates management policies. To view the full job description, please see the attachment found [here](#).



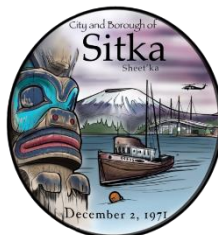
## EDUCATION AND EXPERIENCE

- A Bachelor's Degree in Engineering, Public Administration, Civil Engineering, or related field is required.
- Ten (10) years of experience in public works, public utility operations, such as water/wastewater, and municipal capital projects, as well as two (2) years of experience as a Public Works Director or similar management position, in Alaska, is preferred.
- Civil Engineering degree, extensive experience, and Alaska licensure is preferred.

Candidates who possess any equivalent combination of experience, education, and training which provides the knowledge, skills, and abilities necessary to perform this position's essential duties and responsibilities may be considered.

## COMPENSATION & BENEFITS

- **Salary: \$130,270 - \$154,876 DOQ**
- Medical, Dental and Vision
- Life and AD&D Insurance
- Accrued Vacation Leave and Sick Leave
- 10 Paid Holidays and 2.5 Floating Holidays
- Alaska PERS Retirement Plan
- Alaska SBS
- FICA



To learn more about the City and Borough of Sitka, please visit:  
[www.cityofsitka.com](http://www.cityofsitka.com)

Photo Credit to Don Kluting; page 3, bottom, left picture. The City and Borough of Sitka is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **September 15, 2024** (Applications reviewed as submitted. Open until filled). Applications, supplemental questions, 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 "**City and Borough of Sitka, AK – 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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[www.prothman.com](http://www.prothman.com)

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