

Career Opportunity Available

Position Title: Director of Public Works

Organization: City and County of San Francisco

Organization Type: Public, Non-Profit, County Public Works Department

Location: San Francisco, California

Salary Range: Competitive

Organization Profile

The City and County of San Francisco has retained Berkeley Search Consultants to recruit for their Director of Public Works. San Francisco is one of the most beautiful and cosmopolitan cities in the world. The city has a residential population topping 880,000 and more than 25 million business and leisure visitors annually. Its natural beauty is enhanced by robust commercial, retail, cultural, and intellectual communities, along with diverse and engaged constituencies. San Francisco is the only city in California with a consolidated city and county government. The City has an elected Mayor (London Breed) and 11 members of the Board of Supervisors, elected by district.

San Francisco Public Works is one of the largest and most complex municipal operations in the City, with a 1,600-member workforce and a \$481 million annual operating budget. The department's active capital project portfolio exceeds \$4 billion. Among its suite of public services, Public Works builds and maintains plazas, stairways and other public areas, coordinates street excavation work, designs buildings and streetscapes, manages capital project construction, and ensures safe street and sidewalk use. The department maintains the City's urban landscape by enforcing litter laws, inspecting the City's right of way, and removing graffiti and illegal dumping.

Position Profile

Reporting through the Public Works Commission to the Mayor, the Public Works Director serves as department head and is responsible for the overall administrative and operational effectiveness of the San Francisco Public Works Department. The department is divided into four divisions – Operations, Infrastructure Design and Construction, Building Design and Construction and Finance and Administration, plus the Director's Office. The director, four deputies and the communications director form the executive team. The Director reports to the Public Works Commission and the Streets and Sanitation Commission, but they are an integral part of the City's executive branch and accountable to the Mayor.

The Public Works Director, under broad policy direction:

- oversees the operation of all departmental functions, activities, and programs; sets objectives and monitors the performance of subordinate staff engaged in defined activities.
- determines the organizational structure, staff assignments, service levels and administrative systems required to accomplish the department's mission in an effective and efficient manner.
- supports implementation of the department's Racial Equity Action Plan and empowers racial equity leaders on staff to ensure that action items are implemented, tracked and kept transparent;
- supports implementation of the City's economic recovery program through activation of the public realm, ensuring streets are clean, safe, accessible and inviting, and seeks opportunities to streamline permitting;

- collaborates with other City departments to address challenging street conditions, including unhoused populations;
- monitors operations and capital programs to ensure the delivery of consistent and equitable resources for San Francisco’s diverse communities;
- reports to the commissions regarding department programs and initiatives; coordinates activities with other City departments; represents the department before and/or provides information to other commissions, boards, committees and representatives from federal, state and local agencies, as well as community organizations.
- oversees financial long-term planning; directing the preparation and implementation of the department’s annual budget and monitoring expenditures to ensure adherence to the approved budget.

Qualifications

- Required: Bachelor’s degree
- Required: 6-8 years of managerial experience, of which all **must include** supervisory experience
- Substitution: May substitute up to 2 years of education for a Bachelor degree with additional years of experience (consistent with citywide practice on MQs for professional classifications).
- Desired: Ideal candidates should have technical training or management experience in the public works field, such as but not limited to, operations, engineering, architecture, landscape architecture, the delivery of capital projects and public services and experience with Public Works communications or financial management.

This is a great opportunity for someone who would be excited to lead a large, robust department with great potential to make a positive impact on the community it serves.

This position will be considered “open” until final selection is made. Candidates must apply by **March 20, 2023** for first consideration. Electronic submittals to SF-DPW@berkeleysearch.com are strongly preferred and should include a comprehensive resume and cover letter.

For more information, please contact:

Toni Rodriguez | Director, Healthcare & Public Sector Practices
Berkeley Search Consultants | www.berkeleysearch.com
trodriguez@berkeleysearch.com

Julia Morse | Sr. Director of Recruiting, Healthcare & Public Sector Practices
Berkeley Search Consultants | www.berkeleysearch.com
Jmorse@berkeleysearch.com

