

YOLO COUNTY TRANSPORTATION DISTRICT

INVITES APPLICATIONS FOR
Executive Director



Yolo County Transportation District Vision Statement:

Yolo County residents enjoy innovative and efficient mobility options connecting them to places they want to go

The Position

The Board of the Yolo County Transportation District (YCTD) is seeking an Executive Director with a passion for multimodal transportation solutions, with the intention of complementing multi-city fixed route hubs with microtransit and the development of intercity bike/ped trails. The YCTD is primarily known as the operator of Yolobus, with 14 fixed routes serving West Sacramento, Woodland, Davis, Capay Valley, the Sacramento International Airport and downtown Sacramento. The agency also provides Paratransit services. All transit services are operated under a contract with Transdev.

The Executive Director is the lead position at the YCTD and involves a broad range of assignments including transportation management, personnel, finance, and the communication of information to the YCTD Board, all jurisdictions that comprise YCTD, City Managers in Yolo County, the Yolo County Administrative Officer, partner agencies and their senior representatives, and the public. The ideal candidate for this position will be an innovative entrepreneur with excellent leadership skills and an acute understanding of both traditional and multi-modal transportation systems. The successful candidate must be a strategic thinker who has the ability to create an economically and environmentally sustainable transportation program that provides continuity throughout the transit systems in the region and moves the organization to the next level. The new Executive Director will be a relationship builder who makes it a priority to collaborate with their staff, the YCTD Board, agency jurisdictions, partner agencies and key stakeholders to develop and implement an organizational plan that is inclusive and equitable for the residents of Yolo County.

The responsibilities of this position also include, but are not limited to, the following functions:

- Regularly update and undertake activities to meet the vision, values and priorities of the YCTD board.
- Implement and maintain a robust communications program.
- Organize and administer YCTD Board and YCTD committee meetings; represent YCTD before YCTD jurisdictions, various individuals/groups/agencies, and public and private organizations at the federal, state, and local levels.
- Select, compensate, train, promote, demote, discipline and/or terminate employees of YCTD within the constraints of the adopted Personnel Policy; maximize use of reasonable training opportunities for YCTD staff.
- Develop and manage operating and capital budgets for all YCTD activities; implement methods to optimize YCTD access to outside funding.
- Approve purchases of assets listed in the adopted budget or by minute order, authorized contracts, and other purchases authorized by the YCTD Board.
- Submit grant applications for YCTD capital, planning, and service projects; facilitate grant agreements and related supplemental documents or projects approved by the YCTD Board.



The Position

Position responsibilities continued...

- Perform service planning, scheduling, and route/run reductions where appropriate; organize and conduct workshops and public hearings on transit matters affecting a significant number of existing and/or future riders on any particular route.
- Oversee YCTD's activities relative to being the congestion management planning agency for the Yolo County region.
- Work with air quality districts and other parties to optimize the use of zero and low emission vehicles.

CANDIDATE QUALIFICATIONS

Candidates for this position must meet the following minimum education and experience standards:

A Bachelor's Degree in transportation management, engineering or planning, land use planning, environmental planning, public administration, business administration, management study, or closely related field, from an accredited college or university is required. Possession of a Master's Degree in a similar course of study is preferred and may be used to substitute for one year of the experience requirement below.

A minimum of four years of recent experience in managing, and/or performing senior transportation level service planning and grant administration for a public transportation system, or in a closely related field is also required.

Knowledge and Abilities

- Current knowledge of public transportation services, innovations, programs and issues including alternative fuels, the Americans with Disabilities Act, the United States Department of Transportation, and other federal, state, local, special district, and regional transportation and air quality improvement programs, as well as private sector partnerships.
- Ability to develop, implement, and communicate YCTD policy/program information regarding land use, air quality, climate sustainability, congestion management, energy conservation, mobility and other transportation issues.
- Ability to effectively apply a variety of administrative policies.
- Ability to provide leadership and direction to YCTD Board and staff.
- Ability to analyze complex statistical and technical information and prepare reports and board communications.
- Ability to communicate effectively, both orally and in writing.
- Ability to establish and maintain a cooperative working relationship with others.

Please contact Martin Tuttle, YCTD Management Consultant, for more information about this position. Mr. Tuttle can be reached via email at themartintuttle@gmail.com.

YOLO COUNTY TRANSPORTATION DISTRICT VALUES

Collaboration * Efficiency * Transparency * Innovation * Service * Safety * Economic Sustainability
Environmental Stewardship * Equity/Social Justice

The Compensation Package

The Yolo County Transportation District offers a highly competitive total compensation package. Salary placement will be made based on the qualifications of the selected candidate. In addition, the benefits provided include health, dental, and vision insurance as well as a CalPERS retirement program.

How To Apply

This recruitment will be open until the position is filled. The first review of applications will begin after June 18th, 2021.

To apply for this exciting career opportunity, please submit a letter of interest, detailed resume and a list of references to Jenny Brown via email to jenny.brown@yolocounty.org.

Candidates with the most relevant qualifications will be contacted for additional discussion and screening. Candidate interviews will be conducted via Zoom and are tentatively scheduled for July 8 and July 12, 2021.

