
Announcing an internal and general recruitment for

Chief operating officer



 Metro | *Making a great place*

www.oregonmetro.gov/jobs



Metro serves a diverse population of 1.5 million people in 25 cities within Multnomah, Clackamas and Washington counties.

Mission

We inspire, engage, teach and invite people to preserve and enhance the quality of life and the environment for current and future generations.

Values

Public service We are here to serve the public with the highest level of integrity.

Excellence We aspire to achieve exceptional results.

Teamwork We engage others in ways that foster respect and trust.

Respect We encourage and appreciate diversity in people and ideas.

Innovation We take pride in coming up with innovative solutions.

Sustainability We are leaders in demonstrating resource use and protection.



Employment opportunity

Chief operating officer

As a regional government, Metro crosses city limits and county lines to work with communities to create a vibrant and sustainable region for all.

Position description

Metro is seeking a seasoned leader. The successful candidate must be adept at guiding a highly dedicated staff who are passionate about the impact they make on the quality of life in the region. Metro seeks someone with:

- ability to implement a long range vision expressed in regional policy
- skill to implement practices that enhance the quality of life for current citizens and future generations
- demonstrated record of public engagement with diverse communities
- leadership skills to carry out the goals and mission of the agency.

Regional leadership

The successful candidate is approachable and comfortable working at the level of regional convener and collaborator with public- and private-sector partners. He or she is skilled at navigating the political landscape of working with elected officials and developing a network of stakeholders that connects the agency to the region.

The ideal candidate is well versed in the complexities of regional issues in order to effectively lead a responsive organization. The chief operating officer needs to bring an acute awareness of the external impact of agency actions and decisions while providing stable management of the internal aspects of the organization. Knowledge of public service culture and a proven ability to develop public and private partnerships is essential.

Transformational leadership

Metro began a process of internal transformation two years ago. The ideal candidate brings an ability to lead in times of change and facilitate the organization's transition for a stronger and more efficient and effective agency. The successful candidate is capable of defining and analyzing complex functions including operations, enterprise, finance, budget, planning, regulatory and other public services. The candidate demonstrates a high comfort level with controversial and/or sensitive issues that come with implementation.



Application procedure

To apply, submit the following:

1. Metro application
2. Resume
3. Cover letter describing your experiences as they relate to this position, and why the position interests you.

Preferred method:

Please visit www.oregonmetro.gov and follow the instructions located at *Jobs at Metro* under *How to apply* to access the online applicant tracking system (NEOGOV).

Alternative method:

We are also accepting applications by email. Download the application and send along with required attachments to teddi.anderson@oregonmetro.gov.

Deadline June 30, 2011.

Minimum qualifications

The chief operating officer has a minimum of seven years of increasingly responsible leadership and managerial experience, preferably with a well-rounded background that includes a combination of public- and private-sector experience. Masters degree is preferred, or any combination of education and experience that provides the necessary knowledge, skills and abilities to perform the job.

Salary

The salary for this position starts at \$169,000. The actual salary will be dependent upon qualifications. Metro offers an excellent benefits' package that will be negotiated between Metro and the selected candidate.

Metro also provides generous health care benefits. Effective July 1, 2011, newly hired nonrepresented employees will pay their 6 percent employee contribution to PERS.

An Equal Opportunity/Affirmative Action Employer

Fiscal leadership

The person in this position is responsible for Metro's financial status and ensuring the Metro Council is kept informed of agency functions, activities and programs as well as legal, social and economic issues affecting Metro activities. The COO has a firm grasp of the principles of government finance and the ability to direct staff in researching and discovering new funding sources and grant opportunities. This leader effectively directs and coordinates the development and implementation of goals, objectives and programs that provide mandated services in a fiscally responsible manner. The ideal candidate is an experienced fiscal manager with the business acumen necessary to maintain Metro's current AAA bond rating and a balanced budget.

Public service leadership

Metro has a talented and highly dedicated staff. The chief operating officer demonstrates an ability to influence but refrains from acting unilaterally. Coordinating competing priorities and delivering professional quality technical information on a timely basis is critical. The ideal candidate cultivates a management team that strengthens the collaboration and cooperation needed to function from an agency wide and regional perspective. This position requires excellent problem-solving skills and an ability to seek solutions that achieve results.

Influential leadership

The chief operating officer establishes and maintains highly effective working relationships with Metro Council, staff-appointed and elected officials, government entities, business and community leaders, and residents. As the head of an agency of regional scope, the person in this position is an effective listener and communicator with outstanding interpersonal skills and a leadership style that promotes collaboration and coordination. The successful candidate understands and executes change management internally and implements those efforts through staff.

Metro at-a-glance

Metro services

Parks and natural areas Metro protects 14,000 acres of parks and natural areas, including 11,000 acres purchased through two voter-approved bond measures. More than a million visitors enjoy Metro parks each year.

Public places Metro manages public places for the region and its visitors to enjoy including the Oregon Zoo, the Portland Center for the Performing Arts, the Oregon Convention Center and the Portland Expo Center.

Garbage and recycling Metro oversees the region's recycling and garbage services, helping prevent, reuse, recycle or compost 57 percent of the region's waste in 2009.

Sustainable living Metro is a guide to sustainable living, providing practical tips to reduce waste, keep the air and water clean, and ensure a healthy environment for future generations.

Transportation Metro invests in transportation projects and expands travel options for getting around the region by bike, transit and a comprehensive trail system.

Maps and data Metro's Data Resource Center offers state-of-the-art mapping and analysis that can be used for everything from locating businesses to planning new transportation projects.

Development The Metro Council is forging new strategies and innovative partnerships to build vibrant communities, promote economic growth, and protect fish and wildlife habitat.

Planning Metro brings together community leaders to discuss issues, balance regional goals with local aspirations, and foster a collaborative atmosphere for creating a vibrant and sustainable region for all.

Funding

Where the money comes from

Metro's annual operating revenues are more diversified than those of many local governments. Almost half of the revenue comes from solid waste disposal fees, admissions and sales (enterprise revenue).

Property taxes are used primarily for bond payments authorized by the voters for the convention center, the zoo and for buying natural areas. General government activities, including land use planning, are funded by a small tax base and an excise tax paid on Metro facilities, services and regional waste disposal. Grants support transportation planning and some capital building projects in parks.

Where the money goes

Metro uses its annual revenues to provide regional services, care for and improve the public's buildings and parks, and pay debt service on its bonds. Proceeds from bonds sold in 2007 allow Metro to continue to acquire new natural areas to protect watersheds and habitat for future generations.

Planning for the future

Community Investment Strategy

Metro partners with regional business and community leaders to develop an integrated investment strategy to maintain existing public structures and community assets, and target new investments that support the prosperity and livability of the region.

2035 Regional Transportation

Plan update Metro maintains a 25-year blueprint to guide the region's transportation investments.

Urban and rural reserves process Metro manages a regional process to identify land for future urban development and protect farms, forests and natural areas for the next half-century.

2040 Growth Concept Metro plans for the future from an innovative blueprint intended to guide growth and development for the next 50 years.

Governance structure

The Metro Council consists of a president who is elected regionwide and six councilors who are elected by district every four years in nonpartisan races.

The president presides over the council, sets its policy agenda and appoints all members of Metro committees, commissions and boards.

About Metro

Clean air and clean water do not stop at city limits or county lines. Neither does the need for jobs, a thriving economy, and sustainable transportation and living choices for people and businesses in the region. Voters have asked Metro to help with the challenges and opportunities that affect the 25 cities and three counties in the Portland metropolitan area.

A regional approach simply makes sense when it comes to providing services, operating venues and making decisions about how the region grows. Metro works with communities to support a resilient economy, keep nature close by and respond to a changing climate. Together, we're making a great place, now and for generations to come.

Stay in touch with news, stories and things to do.

www.oregonmetro.gov/connect

Metro Council President

Tom Hughes

Metro Councilors

Shirley Craddick, District 1
Carlotta Collette, District 2
Carl Hosticka, District 3
Kathryn Harrington, District 4
Rex Burkholder, District 5
Barbara Roberts, District 6

Auditor

Suzanne Flynn

The chief operating officer reports to the Metro Council and manages agency operations.

Through the Metropolitan Exposition and Recreation Commission, a seven-member citizen board, Metro operates the region's public assembly facilities – the Oregon Convention Center, Portland Center for the Performing Arts, and Portland Expo Center. These venues host hundreds of events each year, drawing millions of people.