



Now Hiring!

Director of Community Development



About Des Moines, Washington

The City of Des Moines is conveniently located between the cities of Seattle and Tacoma, on the eastern shore of the Puget Sound and is part of a greater metro area with a population of 3.5 million. The city is bordered by (5) other cities to include the larger cities of Kent and Federal Way. City of Des Moines also referred to as "The Waterland City" has a population of 32,408, covers over (6) square miles, and is just a short drive from Sea-Tac International Airport and Interstate 5. The community has (5) miles of shoreline on Puget Sound and (4) public waterfront areas that draw regional tourism. The Des Moines Marina is the only marina located between Seattle and Tacoma. The city is undergoing significant redevelopment projects, including the Marina Re-development plan, downtown revitalization efforts, and the Marina Steps project. Des Moines is poised for growth and is an ideal place to call home.

City Government

The City of Des Moines operates under a Council-Manager form of governance. The City Council is comprised of (7) Council Members including (1) Mayor. The City Council appoints a professional City Manager to oversee the day-to-day operations of the organization. The City has approximately (150) full-time and (30) part-time/seasonal employees.

Department Information

The City of Des Moines' vibrant Community Development team is committed to enriching the community and environment through comprehensive land use planning and permitting services. With three dedicated divisions - Building, Development Services, and Plan Development - we guide citizens, developers, and professionals through property use and development processes.

The Development Services Division serves as the first point of contact, offering vital information on property usage regulations. The Building Division ensures compliance with construction codes, issuing permits, and conducting safety inspections. Meanwhile, the Plan Development Division focuses on long-term planning, drafting legislation, conducting research, and implementing strategic plans to fulfill city objectives.

Collaborating with various departments, we align strategic plans with directives from the City Council, ensuring conformity with statutes such as the Growth Management Act and the State Shoreline Act. Our aim is to foster sustainable growth and development while maintaining the city's unique character.

Profile

Ideal Candidate

Director of
Community
Development



The ideal candidate will possess:

- Experienced Leader who is effective at managing complex departmental operations in land use planning, zoning, and economic development.
- Strategic Planner who is skilled at aligning department goals with city objectives and implementing procedures for success.
- Strong Communicator who excels in written and verbal communication, adept at engaging diverse groups and maintaining relationships.
- Proficient in budget development and control, ensuring efficient resource utilization.
- Knowledgeable in local and state regulations, ensuring adherence in all department activities.
- Innovative Problem Solver who identifies improvement opportunities, utilizes technology for efficiency, and makes informed decisions in a changing environment.
- Adapts to change, improves procedures, and uses technology for efficiency.
- Understands and navigates city politics effectively, maintaining productive relationships.
- Assumes the role of the City's State Environmental Policy Act (SEPA) Responsible Official.

Minimum Qualifications

- Bachelor's degree in public administration, business administration, planning, housing, or a related field required; and
- Six years of municipal administrative experience in community development, including at least two years of supervisory experience.
- Successful completion of a criminal history and background check.

Preferred Qualifications

- Master's degree, preferred.
- American Institute of Certified Planners or Building Official Certificate, desirable.

Recruitment Details



Salary Range

\$153,645 - \$186,769 DOE

Benefits

- Employer-paid dental and vision coverage
- Employer funded health reimbursement account (HRA) or a HRA-VEBA upon enrollment into a City sponsored health plan
- Basic life insurance policy equal to 1.5X your annual salary (up to a maximum of \$250,000)
- Long-Term disability plan
- Generous Paid Time Off
- (12) Paid Holidays

Retirement

- The City is a member of the Washington State Department of Retirement Systems (DRS) PERS Plans
- 401(a) tax deferred account (Social Security replacement plan) and 457 deferred compensation, which includes an employer contribution for both accounts

This position is open until filled.

**First Review of Applications:
May 21, 2024**

How to Apply:

Please apply at
<https://desmoineswa.applicantpro.com/jobs/>

Questions? Please contact the Human Resources Department at
hr@desmoineswa.gov

