



**King County**  
**Department Director - Local Services**

<b>SALARY</b>	\$190,798.40 - \$241,841.60 Annually	<b>LOCATION</b>	Various Locations throughout King County, WA
<b>JOB TYPE</b>	Appointed	<b>JOB NUMBER</b>	2024EY21681
<b>DEPARTMENT</b>	DLS - Dept. of Local Services	<b>OPENING DATE</b>	04/19/2024
<b>CLOSING DATE</b>	5/5/2024 at 11:59 PM Pacific Time (US & Canada); Tijuana	<b>FLSA</b>	Exempt
<b>BARGAINING UNIT</b>	Z3 : KC Personnel Guidelines	<b>FULL- OR PART-TIME</b>	Full Time

**Summary**

[https://player.vimeo.com/video/936821236?h=4d1653ae9f&badge=0&autoplay=0&player\\_id=0&app\\_id=58479](https://player.vimeo.com/video/936821236?h=4d1653ae9f&badge=0&autoplay=0&player_id=0&app_id=58479)

**This position is open to current and former King County employees only.**

The **Department of Local Services** is looking for a **Department Director** who will be a vital member of the Executive's Cabinet and will be responsible for shaping and executing the Executive's vision of performance, accountability, and unified service to unincorporated areas of King County. The successful candidate will be an experienced customer-focused leader, have a thorough understanding of government service delivery, be able to effectively build collaborative relationships and partnerships with community and County partners, and have a proven track record of running a highly responsive organization.

**About the Role:**

As a member of the **King County Executive's Cabinet**, you will advance Executive Constantine's priorities including:

- Climate and environmental priorities, such as working with communities in unincorporated King County to reduce greenhouse gas (GHG) emissions, increasing climate equity, preparing for climate change, and protecting water quality, restoring habitat, and conserving open space.
- Upholding and implementing principles of equity, racial, and social justice.
- Advancing the Executive's goal to be the [Best Run Government](#).

In close coordination with the Office of the Executive and division directors, the successful candidate will help transform services to unincorporated King County through employee engagement, community collaboration, support for local planning and community initiatives and empowerment to solve problems and improve processes.

We prioritize high-performing executives who are passionate about addressing climate change, reducing built environment (or building) GHG emissions, and protecting and restoring the natural environment. This position manages a large, complex organization. We value candidates with a track record of tangible results and a strategic mindset who will accelerate our climate initiatives with a foundation of upholding King County's commitment to equity and social justice. If you are a dynamic leader with a commitment to environmental stewardship and taking climate action, political acumen, and the ability to navigate complex organizational dynamics, we encourage you to apply for this role.

**About the Department:**

King County is the local service provider for the roughly one quarter-million people who live in the unincorporated areas of the county; collectively, these communities would be the second largest city in the state. The Department of Local Services includes the Road Services and Permitting Divisions, in addition to the Director's Office. Together, this department provides a single executive point of accountability for delivering local services to the unincorporated areas. This is accomplished, in part, through collaboration and coordination with other county departments.

**King County established the Department of Local Services (DLS) in 2019 to:**

- Pursue innovative funding strategies.
- Improve coordination of local services by King County agencies through increased collaboration. Strengthen and expand partnerships between the county communities and other entities.
- Improve the delivery, responsiveness, and quality of local services to the people, businesses, and communities of unincorporated King County through unified accountability.
- Improve local services through robust employee and community engagement while embracing equity and social justice and continuous improvement.
- Strengthen unincorporated communities by supporting local planning and community initiatives.

**Our commitment to Equity, Racial and Social Justice**

The Department of Local Services is deeply dedicated to fostering [Equity, Racial and Social Justice](#) in every aspect of our work. Our commitment to “True North” values which ensures every person has the opportunity to thrive and reach their full potential and forms the core of our mission and purpose. Our pledge is to cultivate, embrace, and celebrate the distinct experiences, viewpoints, and perspectives of our people, partners, and the communities we serve. Through this work, we dismantle systemic barriers, address inequities, and actively confront prejudices and biases. We acknowledge this journey is ongoing, and we remain steadfast in our efforts to create a positive impact for our employees and communities alike.

**Job Duties**

Applying equity, racial, and social justice principles is a daily responsibility and a foundational expectation for all King County employees. In this role, you will apply equity and social justice principles that exemplify shared values, behaviors, and practices to all aspects of the work.

- Lead and manage a community focused collaborative department in the delivery of streamlined and responsive roads, permitting, planning, and community services to unincorporated areas and communities of King County.
- Lead the department during natural and human-caused events that impact travel within King County including communication with all relevant parties.
- Identify and pursue innovative funding strategies for roads, permitting and community services.
- Supporting efficient and effective equitable delivery of roads, planning, and permitting services.
- Build and maintain open and responsive relationships with unincorporated King County communities through a comprehensive community and customer-focused effort.
- Coordinate and collaborate service delivery to unincorporated King County communities with partnering agencies, including state, county, and local organizations.
- Implement and uphold the goals and requirements of the Washington State Growth Management Act through planning and permitting, code enforcement, and the county’s regulatory framework.
- Coordinate with councilmembers as the representative of the Department.
- Facilitate the resolution of issues impacting residents of unincorporated King County, with community and county participation and responding to meet the needs of the unincorporated community.
- Proactively identify potential issues and initiate discussions with and among affected parties to develop and implement subarea plans, community plans and other action plans.
- Ensure that unincorporated King County community and resident voices inform budgeting and programming decisions.
- Lead business planning for future service delivery to unincorporated King County. Partner with division leadership to address community priorities, as well as politically sensitive and operationally significant issues.

## Experience, Qualifications, Knowledge, Skills

- Management-level experience within King County, including experience in change management, organizational and service delivery transformation, and partnership.
- Experience leading operations intensive organizations using strong vision, strategic outlook, and planning abilities.
- Strong Communication skills.
- Understanding of 24/7 operations and the needs of leadership in crisis management
- Superior leadership qualities including well-developed interpersonal and political skills; engendering trust and respect in all working relationships.
- Experience working with diverse communities; demonstrating a commitment to equity and social justice, effectively incorporating an equity lens in service needs and delivery.
- Experience exhibiting analytical thinking with the ability to drill to the root cause and arrive at effective solutions.
- Ability to navigate complex political environments while holding true to core vision and spirit of Lean transformation.
- Understanding of the goals, planning framework, and county responsibilities under the Washington State Growth Management Act.
- Ability to insist on highest standards from self and others and drives accountability for results.
- Previous performance measurement and management experience, with an ability to build effective teams and lead diverse groups to consensus.
- Skilled at employing management systems and process management to organize people and activities to accomplish strategic work plans.
- Excellent written and oral presentation skills in a variety of formal and informal settings, both inside and outside the organization.
- Ability to manage and prioritize multiple priorities simultaneously.

## Supplemental Information

**Who May Apply:** The recruitment for this position is open to **current and previous King County employees only**. A full and complete King County application, resume, cover letter, and answers to the supplemental questions are required. Applicants will be screened for clarity, completeness, and competitiveness.

**Work Schedule:** The work week is normally Monday through Friday, 8:00 a.m. to 5:00 p.m., but may at times require work outside of normal business hours. This position is Exempt from the provisions of the Fair Labor Standards Act and is not eligible for overtime pay.

**Emergency Designation Status:** This position has been designated Mission Critical. Those employees who provide, maintain, and re-establish essential county functions as described in agency Continuity of Operations plans.

Unless otherwise directed by the County Executive, department director or agency head, all employees, regardless of designation, are expected to report to work or request leave during an emergency or inclement weather. For more detailed information, please visit [HR Policy County Operations During Emergency Situations](#) and the [King County Guidelines for Workforce Management in an Emergency](#).

**Union Membership:** This position is non-represented.

**Forbes named King County as one of Washington State's best employers.**

**Together, with leadership and our employees, we're changing the way government delivers service and winning national recognition as a model of excellence. Are you ready to make a difference? [Come join the team](#) dedicated to serving one of the nation's best places to live, work and play.**

Guided by our "True North", we are making King County a welcoming community where every person can thrive. We value diversity, inclusion and belonging in our workplace and workforce. To reach this goal we are committed to workforce equity. Equitable recruiting, support, and retention is how we will obtain the highest quality workforce in our region; a workforce that shares and will help advance our guiding principles - we are one team; we solve problems; we focus on the customer; we drive for results; we are racially just; we respect all people; we lead the way; and we are responsible stewards. We encourage people of all backgrounds and identities to apply, including Native American and people of color, immigrants, refugees, women, LGBTQ+, people living with disabilities, and veterans.

### **King County is an Equal Employment Opportunity (EEO) Employer**

No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status, or other protected class. Our EEO policy applies to all employment actions, including but not limited to recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

### **To Apply**

If you are interested in pursuing this position, please follow the application instructions carefully. If you need this announcement in an alternate language or format, would like to request accommodation or assistance in the application or assessment process or if you have questions please contact the recruiter listed on this job announcement.

### **For more information regarding this recruitment, please contact:**

Erika Yanak  
Senior HR Analyst  
(206) 477-0320  
[Erika.yanak@kingcounty.gov](mailto:Erika.yanak@kingcounty.gov)

### **Benefits**

King County offers a highly-competitive compensation and benefits package designed to meet the diverse needs of our employees and support our employees' health and well-being. Eligible positions receive the following benefits and have access to the following programs:

- Medical, dental, and vision coverage: King County pays 100% of the premiums for eligible employees and family members
- Life and disability insurance: employees are provided basic coverage and given the opportunity to purchase additional insurance for both the employee and eligible dependents
- Retirement: King County employees are eligible to participate in a pension plan through the Washington State Department of Retirement Systems and a 457(b) deferred-compensation plan
- Transportation program and ORCA transit pass
- 12 paid holidays each year plus two personal holidays
- Generous vacation and paid sick leave
- Paid parental, family and medical, and volunteer leaves
- Flexible Spending Account
- Wellness programs
- Onsite activity centers
- Employee Giving Program
- Employee assistance programs
- Flexible schedules and telecommuting options, depending on position
- Training and career development programs

For additional information about employee benefits, visit our [Benefits, Payroll, and Retirement Page](#).

This is a general description of the benefits offered to eligible King County employees, and every effort has been made to ensure its accuracy. If any information on this document conflicts with the provisions of a collective bargaining agreement (CBA), the CBA prevails.

**NOTE:** Benefits for Term Limited Temporary (TLT) or Short Term Temporary (STT) positions, including leave eligibility and/or participation in the pension plan through the Washington State Department of Retirement Systems, will vary based upon the terms and details of the position. Short Term Temporary positions are not eligible for an ORCA transit pass.

For inquiries about the specifics of this position, please contact the recruiter identified on this job posting.

**Agency**

King County

**Phone**

206-477-3404

**Website**

<http://www.kingcounty.gov/>

**Address**

King Street Center  
201 South Jackson Street  
Seattle, Washington, 98104

**Department Director - Local Services Supplemental Questionnaire**

**\*QUESTION 1**

**Please tell us about your experience actively leading an organization, with 24-hour operations, during a crisis.**

**\*QUESTION 2**

**When in a leadership role within King County, and a crisis occurs, what steps do you take and who do you contact first?**

\* Required Question