



Environmental & General Services Department

Deputy Director

The City of Tucson is seeking a dynamic and progressive leader as the Deputy Director of the Environmental & General Services Department (EGSD). The selected candidate must be capable of assisting the organization in its mission to ensure all City of Tucson departments and offices have the best possible facilities, communications, vehicles, fuels and energy management necessary for optimal service to the community.

Tucson – The Destination for Sustainable Living, Growth, and Opportunities!

Tucson is the 33rd largest city in the country with a population of 554,000. Nicknamed the “Old Pueblo,” Tucson is the second largest city in Arizona located 100 miles south of Phoenix and 60 miles north of the Mexico border. The city’s culturally diverse population is a rich blend of Native American, Spanish, and Anglo heritages. Tucson’s metropolitan area of one million people is surrounded by four mountain ranges and nestled in the heart of the lush Sonoran Desert valley.

With year-round sunshine, Tucson is the ideal location for the outdoor enthusiast. The Sonoran Desert and surrounding mountains offer hiking, biking, horseback riding, bird watching, championship golf, skiing, and countless other recreational activities. The region is a cycling paradise and has been designated a Gold Level Bicycle Friendly Community by the League of American Bicyclists.

Tucson attractions include the Reid Park Zoo, the Children’s Museum of Tucson, the Tucson Botanical Gardens and the Pima Air and Space Museum. Nationally known regional attractions include the Arizona-Sonora Desert Museum, Mount Lemmon, Saguaro National Monument, Biosphere 2, and the Kitt Peak National Observatory.

Tucson supports an outstanding variety of cultural activities reflecting the community’s heritage. Museums and galleries, theater and dance companies, and classical and contemporary musical events and festivals are plentiful within this natural desert environment. Recognized as one of the MegaTrend cities of the 21st Century, Tucson is renowned as an emerging center for biotechnology, solar, optics, and logistics. Manufacturing in Tucson has more than doubled in the past decade.

Tucson’s 1,200 high tech businesses include Raytheon, BE Aerospace, Solon, and Universal Avionics. Public employers are also significant contributors to the local economy with Davis-Monthan Air Force Base, the University of Arizona, Pima Community College, the University of Arizona Science and Technology Park, and many others.

The area is served by 14 different hospitals and is recognized as a regional medical hub. The metropolitan area offers world class hotels, four regional shopping malls, a favorable business climate, and excellent educational opportunities. For these and many other reasons, Tucson is the ideal place to live, work, and recreate. Learn more by clicking here https://youtu.be/IW3m8_hez0A

City Government

The City of Tucson has a Council-Manager form of government. The legislative and policy-making body is comprised of the Mayor and six Council Members who each represent a ward, while the Mayor is elected by voters independently of Council. The City Manager is appointed by Mayor and Council and functions as the chief executive officer implementing policies and managing the municipal organization. The City Manager oversees a staff of 4,500 with a total capital and operating budget of \$1.9 billion.

Tucson's city government is committed to delivering the highest quality service in the most efficient and cost effective manner. It is a full-service city with departments and divisions that include Police, Fire, Public Safety Communications, Court, Environmental & General Services, Water, Transportation, Parks and Recreation, Planning and Development Services, Housing and Community Development, Parking, and Economic Initiatives.

The City of Tucson embraces a transforming organizational culture, with a strategic vision to make Tucson the destination for sustainable living, growth and opportunities. The City's mission is to deliver exceptional service, and value collaboration, integrity, excellence and respect and a philosophy that includes serving the community with compassion and passion, and building public confidence through great stewardship. The City is proud of its Ignite programs, the internal professional development program designed for all staff. The City want its entire team ignited to serve! As an employee centric organization, growth is fostered with the approach of, "One City... One Team - Tucson Empowers and Motivates".

Environmental & General Services

Environmental & General Services is an enterprise and general funded combined department in the City with an annual operating budget of \$118 million and a capital budget of \$10 million, and a qualified staff of 420. General Services supports six (6) million square feet of City facilities and provides maintenance to 650 plus structures, and over 300 miles of fiber optic cable, in addition to maintenance and repair services to over 2,700 vehicles and equipment. For seven years running, the Fleet Services Division has been named one of the 100 Best Fleets in America. Environmental Services provides commercial and residential refuse and recycling collection services to over 140,000 households and 2,500 businesses. Additional services include, landfill disposal services and code enforcement.

The Opportunity

Under the administrative direction of the Director of Environmental & General Services Department, the Deputy Director functions as a multi-discipline, strategic leader, responsible for guiding a wide range of public services and includes overseeing the functional divisions of Fleet Services, Facilities & Communications Maintenance, Energy, and Architecture & Engineering. In addition, the Deputy Director will work in partnership with the second Deputy Director to manage the day to day operations of the department.

The Ideal Candidate

The ideal candidate will have a proven track record of demonstrated leadership, accomplishments, and superior performance with a participatory leadership/management style, and a comprehensive understanding of the public policy aspects of local government.

Expectations and Responsibilities

- The Environmental & General Services Deputy Director has authority for formulating, developing, and implementing systems which provide the necessary operational resources for carrying out the department's mission, that include the development and execution of the department's short and long-term strategic goals
- Assists the Director in planning, organizing, and coordinating all programs, functions, and activities, many of which operate on a 24/7 schedule
- Provides direct leadership to subordinate staff and manages department activities in close coordination and in partnership with the Director and second department Deputy Director, with activities allocated amongst them to maximize continuity and minimize duplicity
- Provides general direction and input into the formulation of the department's annual budget, which includes aligning funding allocations and resources needs for Capital Improvement Program (CIP) and operating projects, ensures that assigned areas of responsibility are performing within budget, and identifies opportunities for cost savings through optimization of service delivery
- Develops programs and projects to reduce energy consumption, greenhouse gas emissions, ecological impact, and overall costs, strengthening reliability, resiliency and sustainability, and employing new technology and energy infrastructure
- Provides technical and operational guidance in the areas of public works and services, maintenance, operations, and facility infrastructure, fleet administration and services, architecture and engineering services, and energy management
- Act as a change agent in the development and implementation of various internal and external programs, initiatives, and projects
- Coordinates departmental activities with other City departments, governmental entities, contractors, developers, and customers
- Solves organizational and human resources challenges
- Coaches and mentors staff to deliver excellent customer service

Required Knowledge, Skills, and Abilities

- Knowledge of pertinent federal, state, and local laws, codes, and ordinances
- Knowledge of principles and practices of human resources, public administration, municipal labor relations, effective leadership, organization, management, supervision, training, and performance evaluation
- Working knowledge of a variety of trades and considerable knowledge of the methods, techniques, tools, and materials used in building maintenance and repair, and municipal fleet operations
- Strong visionary leader known for empowering team members and building a resilient culture that inspires staff and celebrates the department's impact on the Tucson community, and quality of life
- Honest, professional, and ethical leader who is willing to make decisions for the greater good of the department and the Tucson community
- Committed to equality, diversity, and inclusion
- Ability to critically assess situations, effectively plan and execute projects, and successfully work under stress and changing priorities while being deadline-conscious
- Ability to work in a fast-paced environment, and ready to accelerate communication and services to internal and external customers
- Ability to communicate clearly and concisely, both orally and in writing

Minimum Qualifications

- Bachelor's degree from an accredited college or university
- At least seven years of experience in the administration of general operation programs and services, of which five years must have been in supervisory capacity with progressively increasing responsibilities
- Comprehensive reference and background check will be performed including a criminal history review

Preferred Qualifications

- Graduate degree from an accredited college or university
- Working knowledge of municipal fleet operations
- Working knowledge of energy management
- Working knowledge of facilities management

Compensation and Benefits

The successful candidate will receive a competitive salary with an excellent executive benefit package commensurate with the candidate's salary history and track record of career success. For information on City of Tucson benefits, please visit our website at:

<https://www.tucsonaz.gov/hr/employee-benefit-snapshot>

Application and Selection Process

To be considered for this excellent, rewarding career opportunity you must apply via the online employment center September 21, 2021 through October 21, 2021 at:

<https://www.tucsonaz.gov/jobs>

Any questions should be directed to the following:

City of Tucson Business Services

Human Resources - Environmental & General Services Satellite

E-mail: Susana.Castillo@tucsonaz.gov

Re: Deputy Director of Environmental & General Services

The City of Tucson is an equal opportunity employer, child and family-friendly, as well as a drug and alcohol free workplace.

Diverse candidates are strongly encouraged to apply.

