



CITY OF SANTA MARIA
"Shape your career while shaping your community."



C A R E E R O P P O R T U N I T Y

TRANSIT MANAGER

SALARY: \$98,034–\$119,160 salary currently under review

The City of Santa Maria seeks a Transit Manager with expertise in municipal transit services that brings creative, innovative, and tech savvy solutions and ideas to push the boundaries and expand and improve services for a growing population. The Transit Manager is responsible for oversight of the Transit Division with three direct reports and an annual budget of approximately \$10 million. The ideal candidate will maximize service availability, reliability, convenience, and affordability without negatively impacting service quality, and coordinate with other regional providers and stakeholders to improve services. This is an amazing opportunity to join one of the fastest growing cities in one of the most beautiful locations in California.





the CITY

THE CITY OF SANTA MARIA covers over 23 square miles and is located in Santa Barbara County, which is the central coast in the beautiful State of California. The City has a population of approximately 107,000 and a harmonious balance of maintaining coastal and agricultural lands while promoting business. Santa Maria has been recognized nationally as an All-America City by the National Civic League and offers reasonably priced housing, community festivals, quality schools, and is in close proximity to beaches, cultural arts, a local airport, wineries, and higher education institutions.





THE DEPARTMENT & DIVISION

THE DEPARTMENT OF PUBLIC WORKS ENSURES that City-owned transportation infrastructure, facilities, transit services and capital improvement programs are designed, engineered, constructed, maintained and/or modified in a presentable and safe condition. Program areas include capital design, capital construction, traffic engineering, development review, fleet maintenance, facility maintenance, street maintenance, and transit services.

Santa Maria Area Transit (SMAT) provides local and regional public transportation service to the City of Santa Maria through eight fixed routes and dial-a-ride for disabled persons. SMAT also operates several northern Santa Barbara County regional routes including Breeze Bus and Cuyama Shuttle linking Lompoc, Buellton, Solvang and New Cuyama to essential services in Santa Maria. The City owns a fleet of 31 motor buses and 10 demand-response vehicles and serves an average of 762,467 riders per year. SMAT owns its fleet, and contracts for transit operations, service, and maintenance. The division partners with regional transportation partners to increase transit services for the community including:

- **Clean Air Express** linking Santa Maria to south Santa Barbara County and operated by Santa Barbara County Association of Governments (SBCAG).
- **Guadalupe Flyer** linking Santa Maria to Guadalupe and operated by the City of Guadalupe.
- **SLORTA Route 10** linking Santa Maria to south San Luis Obispo County and operated by the San Luis Obispo Regional Transit Authority.



the POSITION & IDEAL CANDIDATE PROFILE

REPORTING TO THE DIRECTOR OF PUBLIC WORKS, THE TRANSIT MANAGER is responsible for oversight of the Transit Division with a budget of approximately \$10 million. The Transit Manager will maximize service availability, reliability, convenience, and affordability without negatively impacting service quality. This position coordinates with other regional transit services to expand services and manages transit planning and programming. This position oversees and manages the transit division including a staff of three, along with contract administration of all SMAT services.

The ideal candidate will bring expertise and experience as a supervisor in transit services, be a creative, innovative, and tech savvy problem solver, and expand and improve services for a growing population. The Transit Manager will be an expert in transit grant administration including 5307, TDA, STA, 5311f, LCTOP, TDA, and SB 1 and CARES Act. The Transit Manager will build consensus, be community focused, and be a skilled tactician. They will also be collaborative, politically savvy, and build and maintain successful partnerships with other regional transit partners.

Click the link to review the **City of Santa Maria's Short-Range Transit Plan** (www.cityofsantamaria.org/home/showdocument?id=27486), which provides a comprehensive review of the SMAT service as it currently exists, looks ahead to anticipated changes in demographics and demands, and prepares the City to move into the future of transit with defined strategies for growth and development.

Additionally, ideal candidates will...

- Demonstrate excellent presentation, written, and verbal communication skills.
- Be a creative and innovative thinker.
- Use technology to improve services.
- Coordinate transportation activities and projects with other jurisdictions and agencies.
- Work effectively with the community, public, elected officials, contractors, engineers, transportation affiliated organizations, various committees and working groups, and regulatory agencies.
- Remain abreast of legislative, regulatory and policy changes, and emerging best practices.
- Improve the users' experience.
- Be an effective and proactive decisionmaker and demonstrate good judgement.
- Manage time wisely and prioritize multiple competing projects effectively.
- Bring energy, motivation, passion, ambition, and desire.
- Demonstrate emotional intelligence and political acumen.
- Thrive in a fast-paced environment.
- Have proven experience managing diverse staff in varying professional fields.

In coordination with our Citywide Core Competency Standards, our ideal candidate will also possess the following interpersonal skills:

TALENT DEVELOPMENT—identifies and expands staff skills through training, coaching, and development.

ORGANIZING & PLANNING—demonstrate good organizing and planning skills, and time management skills.

ORGANIZATION KNOWLEDGE—understands the workings of a municipal organization, policies and structures.

RELATIONSHIP BUILDING—understand that a primary factor to success is establishing and maintaining productive relationships.

RESULTS ORIENTATION—maintains appropriate focus on outcomes and accomplishments, and is motivated by achievement.

INDUSTRY KNOWLEDGE—understands the general workings of a local transit division within a municipality.

WRITTEN COMMUNICATION—writes clearly and concisely, composing informative and convincing documents, uses written language to convey substance and intent with simplicity, accuracy and clarity.

FINANCIAL ACUMEN—understands the financial framework of the organization, is cost conscious and fiscally responsible, and use financial data to make informed business decisions.

CHANGE AGILITY—is adaptable, and effective in the face of ambiguity, and supports an orientation for change.

TECHNOLOGY SAVVY—uses technology to be successful in their organizational role, and leverages existing and new technology to achieve efficiency.



EMPLOYMENT STANDARDS

- Equivalent to graduation from an accredited four-year college with a bachelor degree in Transportation Planning, Business, Economics or a closely related field.
- Two years of professional transportation/transit experience. Additional qualifying experience may substitute for up to two years of the required education on a year-for-year basis.

— OR —

any combination of education, training and/or work experience to demonstrate knowledge, skills, and abilities to meet the above minimum requirements.

SALARY & BENEFITS

The salary for this position is: **\$96,112–\$116,824** (salary currently under review). Benefits include:

RETIREMENT: CalPERS with a 2% at 55 formula for classic members and 2% at 62 for new members. New employee could contribute up to 7.5% of member share.

HEALTH INSURANCE: City contributes up to \$1,064/month towards a choice plan.

DENTAL & VISION INSURANCE: City pays for full cost for employee and family.

VACATION: Minimum 10 days/year and up to 21 days.

MANAGEMENT LEAVE: eligible to receive, on a pro-rated basis, 64 hours of management leave

HOLIDAYS: 7 holidays a year; and eligible to receive, on a pro-rated basis, 40 hours of floating time a year to be scheduled off or cashed out.

SICK: 12 days/year.

DEFERRED RETIREMENT: City contributes \$11.54 per pay period toward a 457 deferred compensation plan.

POST-EMPLOYMENT HEALTH PLAN: City contributes \$100 per pay period.

CITY STIPENDS: \$115 cell phone allowance per month and \$225 auto allowance per pay period.

OTHER: Tuition reimbursement; educational incentive pay (master's and above); bilingual pay; alternative work schedule (9/80s); short-/long-term disability; life insurance; as well as a variety of optional employee-paid plans.

SUCCESSION PLANNING: Academics are offered to all employees to advance or hone leadership skills to ensure we are growing leaders within our organization. The City offers quarterly speaker series, corporate toastmasters club, and more.



HOW *to* APPLY

Apply by **JANUARY 25, 2021** for first consideration by completing an application and submitting your cover letter and resume to: WBCPINC.COM/JOB-BOARD/

Please contact your recruiter,
Wendi Brown, with any questions:
wendi@wbcpinc.com

866.929.WBCP (9227) | 541.664.0376

SAVE THE DATES

Interview will take place **FEBRUARY 23 & 24**, selected candidates will need to be available both days.