



Infrastructure Planning & Asset Management Coordinator

The City of Stayton is seeking a forward-thinking, technically skilled, and collaborative professional to serve as its Infrastructure Planning & Asset Management Coordinator. This key position within the Public Works Department will be instrumental in ensuring the long-term sustainability, efficiency, and resilience of the city's utility infrastructure and public assets.

The Ideal Candidate

Are you a big-picture thinker with a knack for technical details? The ideal candidate is a dynamic professional who thrives at the intersection of infrastructure strategy, data-driven planning, and cross-department collaboration. With a passion for sustainability and public service, they have the skills to manage complex systems, communicate with clarity, and shape Stayton's infrastructure for the future. The ideal candidate will be...

Strategic and Detail-Oriented

An experienced professional with a deep understanding of infrastructure planning, capital improvement programming, asset management, and facility maintenance. Skilled in long-term planning with the ability to conduct condition assessments, lifecycle cost analyses, and performance evaluations.

Technically Proficient

Highly skilled in using GIS, asset management systems, hydraulic modeling tools, and data analytics to support decision-making and optimize city infrastructure operations.

Collaborative and Communicative

Comfortable working across departments and with external agencies to align planning initiatives. An effective communicator who can present complex technical information clearly in reports, presentations, and public engagement efforts.

Experienced and Educated

Holds a bachelor's degree in infrastructure planning, engineering, or a related field, and brings 3–5 years of experience in asset management, infrastructure maintenance, or conservation planning—preferably within a municipal or utility setting.

Forward-Looking

Brings knowledge of sustainability practices, regulatory compliance, and financial planning for public capital projects. Familiar with risk assessment, resilience strategies, and emerging trends in infrastructure management.

Organized and Resourceful

Demonstrates strong project management skills, is capable of juggling multiple priorities, and has experience identifying funding opportunities including grants and alternative financing.

Qualifications and Requirements

Required Qualifications

- Bachelor's degree in municipal infrastructure planning, engineering, or operations related field and a minimum of 3-5 years of experience in asset management, capital planning, infrastructure maintenance, or conservation planning experience or any equivalent combination of education and experience.



- Strong knowledge of infrastructure management, regulatory compliance, sustainability practices, and financial planning for capital projects.
- Proficiency in GIS mapping, asset management software, hydraulic modeling tools, and data analytics.
- Excellent written and verbal communication skills for reporting and stakeholder engagement.
- Experience with procurement, inventory management, and emergency preparedness planning.
- Ability to manage multiple projects and work collaboratively with interdisciplinary teams.

Preferred Qualifications

- Professional certification such as AICP, PE, PMP, GISP, CQE, or similar.
- Experience working in municipal government, utilities, or environmental conservation organizations.
- Knowledge of strategies for capital projects and maintenance initiatives.
- Familiarity with sustainability best practices, resilience planning, and risk assessment methodologies.

Work Environment

- This position involves a combination of office work, field inspections, and occasional travel for meetings, stakeholder engagement, and regulatory compliance assessments.
- The role may require participation in emergency response planning and infrastructure resilience initiatives

Compensation Package

The salary range for the position ranges from \$88,535 to \$115,519 annually depending on qualifications and experience. The City also offers a comprehensive and competitive benefit package, including:

- Vacation: Two weeks per year (increases with longevity)
- Holidays: 11 holidays annually and 2 floating holidays
- Sick Leave: 8 hours per month
- Insurance: 85% Paid Medical, Dental, and Vision
- Defined Benefits Retirement Plan
- Life Insurance
- Long-Term Disability

For more information on the City of Stayton, please visit the City's website at www.staytonoregon.gov.

HOW TO APPLY

To apply and view a complete job description go to <https://www.staytonoregon.gov/page/employment> where you can download the job description and an employment application. Applications, resumes, and cover letters may be submitted via email to Human Resources at hr@staytonoregon.gov, via regular mail, or dropped off at the City of Stayton, 362 N. Third Avenue, Stayton, Oregon 97383.

Open Until Tuesday, July 29, 2025.