



OREGON

PUBLIC WORKS DIRECTOR

\$102,135 - \$143,924

Apply by
August 9, 2026
(First Review, Open Until Filled.)

PROTHMAN



THE COMMUNITY



Located in Marion County in Oregon's Willamette Valley, Stayton is approximately 14 miles southeast of Salem along Oregon Route 22. Situated on the North Santiam River, the city

serves as a regional center for the Santiam Canyon, supporting agriculture, manufacturing, commerce, healthcare, education, and other essential services.

Home to nearly 8,200 residents, Stayton offers a welcoming small-city atmosphere with established neighborhoods, a historic downtown, quality public and private schools, and convenient access to shopping and services. The community's history is closely connected to the North Santiam River, where early mills and waterways helped shape its development and economy.



Residents enjoy a variety of parks and outdoor recreation opportunities. Riverfront Park provides trails, natural open space, fishing, and river access, while Pioneer Park features picnic areas, recreational facilities, and the historic Stayton-Jordan Bridge. Nearby destinations include Kingston Prairie Preserve, Silver Falls State Park, and the Cascade foothills.

Stayton combines small-town character, regional accessibility, and a strong sense of community. Its proximity to Salem, natural surroundings, diverse employment base, and high quality of life make it an attractive place to live, work, and raise a family.



THE CITY

Stayton is a home rule charter community operating under a Council-Manager form of government. The City is governed by a Mayor and five-member City Council, with Council members elected at large. The City Manager is responsible for implementing Council policy and overseeing day-to-day municipal operations.

The City's adopted 2025-2027 biennial budget totals approximately \$95.1 million, including a General Fund of approximately \$13.7 million. Stayton employs 57.52 full-time equivalent positions and provides a broad range of municipal services through Administration, Finance, Library, Public Works, Police, and Community and Economic Development. The City also operates water, wastewater, and stormwater utilities.

Stayton has received the Government Finance Officers Association Distinguished Budget Presentation Award for the tenth time, which shows the City's commitment to clear, transparent, and responsible financial planning. Community amenities include the public library, parks, trails, natural open spaces, and a covered public pool.



THE DEPARTMENT

The Public Works Department provides and maintains the essential infrastructure and public spaces that support Stayton's residents, businesses, and visitors. Organized across Public Works Administration, Water, Wastewater, Stormwater, Streets, Parks, Engineering, and Facilities, the department operates with 25.75 FTE and is supported by a combined 2025-2027 biennial budget of approximately \$60.4 million across its primary funds.

Department staff maintain approximately 34.6 miles of public streets, 44.5 miles of water mains, nearly 39 miles of sanitary sewer lines, four wastewater lift stations, and almost 138 acres of parks, trails, and natural open space. The department also manages the City's water treatment and distribution system, wastewater treatment facility, stormwater infrastructure, municipal facilities, engineering services, development review, capital projects, and related public works programs.

Stayton's drinking water is sourced from the North Santiam River and treated at the City's slow sand filtration facility before being distributed to residential, commercial, and industrial customers. The wastewater system serves both Stayton and Sublimity and includes collection, conveyance, treatment, and biosolids management. Public Works also leads long-range infrastructure planning, regulatory compliance, emergency response, contract management, inspections, and coordination with consultants, contractors, utilities, and partner agencies.

The 2025-2027 budget includes substantial investment in capital improvements and adds a dedicated Infrastructure Planning and Asset Management Coordinator to strengthen asset inventories, system condition assessments, master planning, grant development, and long-term capital investment strategies.



THE POSITION

Reporting to the City Manager and serving as a member of the City's management team, the Public Works Director provides strategic and operational leadership for the Public Works Department. The Director works closely with the City Manager, department heads, elected officials, employees, consultants, contractors, partner agencies, and community members to ensure that public infrastructure and services are safe, reliable, efficient, and responsive to long-term community needs.

The Director oversees daily operations and capital projects across water, wastewater, stormwater, streets, parks, facilities, engineering, and public amenities. Responsibilities include developing policies, procedures, master plans, facility plans, asset management plans, and performance measures; preparing and administering operating and capital budgets; pursuing grants and outside funding; guiding preventive maintenance and emergency preparedness; and ensuring compliance with applicable local, state, and federal requirements.

This position also provides leadership and support to department employees, promotes safety and professional development, coordinates projects and services across City departments, and communicates plans, priorities, project updates, and technical information through public meetings, reports, media outreach, and presentations to the City Council and advisory bodies.

OPPORTUNITIES AND CHALLENGES

Department Alignment and Leadership: The department has experienced leadership transition and varying expectations across teams. The next Director will have an immediate opportunity to establish clear direction, reinforce accountability, strengthen communication, and build a cohesive and collaborative culture across the department while supporting staff development and performance.

Water and Wastewater System Reliability: Stayton is planning for potential effects associated with Detroit Dam drawdowns while pursuing additional storage, secondary water-supply options, and long-term system resiliency. The Director will also guide planning and investment for an aging wastewater system, helping ensure reliable service, regulatory compliance, and capacity for future community needs.

Infrastructure Planning and Project Delivery: The City is addressing deteriorating streets, aging underground systems, deferred maintenance, and a growing list of capital needs. The Director will work with the new Infrastructure Planning and Asset Management Coordinator to strengthen asset management, prioritize investments based on system condition and risk, and ensure projects are well coordinated and delivered effectively.

Financial Stewardship and Community Engagement: With limited resources and significant infrastructure needs, the Director will align long-term planning with available financial capacity, pursue grants and partnerships, and communicate clearly with elected officials and the community about priorities, tradeoffs, project impacts, and progress.



THE IDEAL CANDIDATE

Education & Experience:

A bachelor's degree in civil engineering, public administration, or a related field and a minimum of seven (7) years of experience in public works, civil engineering, or a related field, including at least three (3) years in a leadership or managerial role, are required; or an equivalent combination of education, training, and experience that demonstrates the required knowledge, skills, and abilities. A master's degree or Professional Engineer license are preferred but not required.

Necessary Knowledge, Skills, and Abilities:

- Comprehensive knowledge of public works operations, engineering principles, construction, and maintenance practices across water, wastewater, stormwater, streets, parks, and facilities.
- Working knowledge of local, state, and federal laws, regulations, and environmental requirements affecting public works services and infrastructure.
- Demonstrated ability to plan, prioritize, and deliver complex capital infrastructure projects on schedule and within budget.
- Experience developing and administering operating and capital budgets, evaluating financial performance, and pursuing grants and other funding opportunities.
- Familiarity with asset management, preventive maintenance, performance measures, and the use of data to guide infrastructure decisions.
- Strong leadership skills, including the ability to set expectations, support employees, develop talent, strengthen accountability, and foster a safe and collaborative workplace.
- Strategic planning and problem-solving skills, with the ability to balance immediate operational needs and long-term infrastructure sustainability.
- Excellent written and verbal communication skills, including the ability to present technical information clearly to elected officials, employees, community members, and other audiences.
- Ability to work effectively across departments and with consultants, contractors, utilities, regulatory agencies, and regional partners.
- Sound judgment, political awareness, and the confidence to make decisions, provide direction, and respond effectively during operational challenges or emergencies.
- Adaptability and resourcefulness in a small-city environment where responsibilities are broad and priorities may compete for limited resources.

COMPENSATION & BENEFITS

- **\$102,135 - \$143,924 DOQ**
- 3% salary increase by time of hire (effective July 1, 2026.)
- This position is not covered by PERS. The City provides a defined benefit retirement program. After six months of employment, employees receive a 6% salary increase intended to cover their required contribution to the retirement plan. The City also contributes an additional 18% of salary directly to the plan, resulting in a total retirement-related benefit equal to 24% of the listed salary. Please note that the salary range provided does not include the additional 6% salary increase.
- Two weeks of vacation accrual per year, increasing with longevity.
- 11 paid holidays and two floating holidays annually.
- Employees receive 40 hours of compensatory time annually. The time is credited each July and must be used by June 30 of the following year. Unused hours expire and are not eligible for pay-out. Employees who begin employment after the start of the benefit year receive a prorated amount during their first year.
- Eight hours Sick Leave accrued per month.
- Medical, dental, and vision premiums. City pays 85% of premiums.
- Life Insurance.
- Long-Term Disability.
- City-paid training and conferences related to the position.
- Laptop and docking station for use as the employee's primary computer.



**To learn more about the
City of Stayton and the
local community, please visit:**

www.staytonoregon.gov

The City of Stayton is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **August 9, 2026** (first review, open until filled). Applications, resumes, cover letters, and supplemental questions will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**City of Stayton, OR – Public Works Director**", and click "**Apply Online**", or click [here](#).

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www.prothman.com

206.368.0050