

COLLIER COUNTY PUBLIC TRANSIT & NEIGHBORHOOD ENHANCEMENT

Naples, Florida



invites your interest in the position of
TRANSIT MANAGER



THE COLLIER COUNTY PUBLIC TRANSPORTATION SYSTEM

An Extraordinary Opportunity



THE COMMUNITY

Collier County is located at the southern end of Florida's beautiful Gulf Coast. The County is home to nearly 360,000 residents and has a total area of 2,305 square miles; of which 1,998 square miles is land and 307 square miles is water. Collier County is the largest county in Florida by land area and fourth-largest by total area. Virtually the entire southeastern portion of the county lies within the Big Cypress National Preserve. The northernmost portion of Everglades National Park extends into the southern coastal part of the county.

Blessed with inspiring natural beauty, arts, history and culture, and an appealing climate, the County was created in 1923. It was named for Barron Collier, a New York City advertising mogul and real estate developer who had moved to southwest Florida and established himself as a prominent land owner. He agreed to build the Tamiami Trail for what was then Lee County (comprising today's Charlotte, Collier, Glades, Hendry, and Lee Counties) in exchange for favorable consideration with the state legislature to have a county named for him. After Collier County was named, Collier was quoted as saying: "When I first came here on holiday with Juliet, I never expected that I would buy a whole region of it, nor did I expect to pay for the new Tamiami Trail, or half the things I've done."

In 2000 there were 102,973 households with an average household size 2.39. The county's population distribution by age was spread out but older than the U.S. as a whole, with 19.90% under the age of 18, 6.60% from 18 to 24, 24.60% from 25 to 44, 24.50% from 45 to 64, and 24.50% who were 65 years of age or older. The median income for a household in the county was \$48,289, and the median income for a family was \$54,816.

The county continues to experience significant growth and is becoming increasingly diverse. As of the 2010 census, the county's population had increased to 321,520 and as of 2012, the United States Census estimates the county's population at 332,427; the current estimated population is at nearly 360,000.

Learn more about Collier County by visiting:

www.colliergov.net

THE COLLIER COUNTY PUBLIC TRANSPORTATION SYSTEM

The Collier County Public Transportation system, Collier Area Transit (CAT), operates under the supervision of the Collier County Division of Public Transit & Neighborhood Enhancement (PTNE) for the Collier County Public Service Department. CAT serves as the public transit provider for Collier County, serving the Naples, Marco Island, and Immokalee areas. It is the mission of CAT to provide safe, accessible and courteous public transportation services to the County's population in a service area of over 1,500 square miles.

Collier County is considered a complete brokerage system, contracting all Fixed Route and Paratransit Operation Services to a private contractor. Presently, the system has 25 Fixed Route Buses and 28 Paratransit Vehicles. Customer Service, Dispatching and Scheduling is operated by a second private contractor. Both contractors are responsible for the day to day transit operations of the transit system.

THE POSITION

The Transit Manager reports to the Director of PTNE and is an integral part of the success of the system. The Manager is responsible for the management and coordination of the entire public transportation programs, its projects, and activities. He/She has oversight of the fixed route and paratransit operations, the system planning, marketing, grants management, fiscal administration and capital projects.



The Transit Manager currently has 5 direct reports in addition to the management of the two private transit operating contractors. He/She is responsible for the development and administration of the Transit System annual budget, currently \$6,382,000 for FY 2016-2017.

The Transit Manager’s duties and responsibilities include but are not limited to the following:

- Ensures divisional compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures.
- Ensures adherence to established safety procedures; monitors work environment and use of safety equipment to ensure safety of employees, passengers, and other individuals.
- Develops and implements long and short term plans, goals, and objectives relating to the area of assignment; evaluates efficiency and effectiveness of division operations, procedures, and use of resources.
- Prepares annual grant applications to obtain funding for transit/paratransit services.
- Fosters and promotes a workplace culture based on professionalism, collaboration, respect, and accountability.
- Prepares various operating reports and service plans.
- Performs contract administration; prepares Requests For Proposal (RFPs); evaluates proposals and makes recommendations for vendor selection.
- Prepares informational materials for distribution to Board of County Commissioners, Local Coordinating Boards, the general public, or other parties.

THE IDEAL CANDIDATE’S KNOWLEDGE, SKILLS AND ABILITIES

In evaluating applicants for this position the PTNE Director will be looking for candidates who have the following characteristics and competencies:

- Working Manager with hands on management style.
- Knowledge of business and management principles involved in forward thinking, leadership, and coordination of people and resources.
- Community-minded and community-oriented



- Knowledge of managing grants and budgets; comfortable with fiscal matters.
- Organized with the ability to recognize the need for standardizing processes and establishing such procedures.
- Skill at inter-personal communication and a good public speaker.
- Good negotiations skills.

EDUCATION AND EXPERIENCE

The successful candidate will have a minimum of a Bachelor's Degree from an accredited college or university with a preferred major in Transportation, Urban Planning, Business Management, or closely related field; supplemented by three (3) years previous experience and/or training that includes transit management, paratransit management, program coordination, grant administration, customer relations, and supervision; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this position.





COMPENSATION AND BENEFITS

The salary range for the Transit Manager is:

\$64,657 to \$99,895

Depending on qualifications and experience, the expected starting salary for the successful candidate will be between \$64,657 to \$82,276 annually. Reasonable relocation expenses will be provided to the successful candidate.

Employee benefits are competitive and include:

- Health, Dental, Vision and Life Insurance.
- Supplemental Insurance available.
- Florida State Retirement System.
- Deferred Compensation
- Paid Holidays (11).
- And More.

The selected candidate will be required to establish residency in Collier County within six months of appointment.

HOW TO APPLY

For additional information on this outstanding opportunity, please contact W. D. Higginbotham, Jr., Senior Vice President, The Mercer Group, Inc. at 727-214-8673, WDHiggin@mercergroupinc.com

Interested and qualified candidates should send a letter of interest and resume electronically by 5:00 PM Eastern Time on April 21, 2017, to

**W. D. Higginbotham, Jr.
Senior Vice President
The Mercer Group, Inc.
Email - WDHiggin@mercergroupinc.com**

Resumes are subject to the provisions of Florida Public Records Statutes

Collier County is an Equal Opportunity Employer. The County does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas, or disability in employment or in the provision of services. Veterans and their spouses/families may receive preferential treatment.



The Mercer Group, Inc.
Consultants To Management