



CITY OF BOWIE

DIRECTOR

DEPARTMENT OF PLANNING AND SUSTAINABILITY

The Candidate:

The City of Bowie is seeking an experienced professional with a proven record of success to serve as the next director of our Department of Planning and Sustainability. This individual will be an experienced manager and leader of people, and possess strong project management skills with the ability to effectively collaborate with cross-functional teams. This individual will have a passion for sustainability and a drive to make a positive impact on the environment, society, and the ongoing development of our community.

Position Summary:

A senior staff member reporting directly to the City Manager, the successful candidate will manage and oversee the City's planning and sustainability staff and operation, while coordinating city, county, and regional planning groups, supervising federal and state funded projects, and reviewing legislation and annexation. This position is crucial to ensuring the City's environmental and social impact aligns with sustainable practices. Working closely with the Sustainability Manager, this role involves developing and executing sustainability strategies, monitoring progress and impact, and engaging stakeholders to promote sustainability initiatives.

Minimum Requirements:

- Bachelor's degree in City Planning, Political Science, Public Policy, Environmental Science, or related field.
- Six years of progressively responsible experience in municipal planning or sustainability.
- Successful supervisory experience in city planning, sustainability, city/county management or related fields.

The successful applicant will also possess the following attributes:

- Demonstrable leadership and management skills.
- Excellent project management skills
- Proven strategic thinking and problem-solving skills.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively and build relationships with stakeholders.
- Strong analytical, research, and reporting skills.
- Awareness of current sustainability trends and developments.
- Excellent written and verbal communication skills

The Planning and Sustainability Department

Housed in the city hall building, with an operating budget of approximately \$1.1 million, and consisting of two operating divisions (Planning and Sustainability), this department includes

of six FTEs, and supports and interacts with multiple citizen boards and committees, as well as the City Council.

The City

Founded in 1870, and incorporated as a town in 1916, Bowie has grown from a small railroad stop to the largest municipality in Prince George's County, and the fifth largest city in the State of Maryland, with an estimated population of 57,644. The town was first called Huntington City, though its train station was named in honor of local resident, Governor Oden Bowie, president of the Baltimore and Potomac Railroad. The town was subsequently re-chartered as Bowie.

Today the City of Bowie Government consists of a staff of over four hundred hardworking employees in a variety of skilled, non-skilled, administrative, public safety, and professional disciplines. The City boasts of a pleasant working environment and goal-oriented culture. This is reflected in the City's consistently high employee retention rate, and consistency in achieving organizational objectives.

The City offers competitive salaries and a robust menu of employee benefits, including medical, dental, vision, life, and long-term care insurance, as well as a 401(K) with employer match, and a 457 savings plan. To optimize employee work/life balance, many positions include telework and flexible scheduling options.

SALARY: \$145,000 – \$160,000 *DEPENDING ON QUALIFICATIONS*

HOW TO APPLY: PLEASE VISIT THE CITY'S WEBSITE AT: WWW.CITYOFBOWIE.ORG AND CLICK ON THE EMPLOYMENT LINK.

APPLICATION DEADLINE: NOVEMBER 8, 2024

All applicants **MUST** submit a completed City of Bowie employment application in order to be considered for this opportunity. COVID-19 vaccination is strongly preferred.

The City of Bowie is proud to be an Equal Employment Opportunity Employer