



DIRECTOR OF PUBLIC WORKS

CITY OF UNALASKA, ALASKA

First Review of Applications: Monday, May 12, 2025

**EXCELLENT SALARY AND BENEFITS &
UP TO A \$10,000 HIRING BONUS**



PUBLIC SECTOR EXECUTIVE RECRUITMENT

THE COMMUNITY

Unalaska, Alaska (est. full-time pop. 4,195 plus seasonal influxes) is strategically located in the heart of the North Pacific and Bering Sea fisheries and is home of the number one commercial fishing port in the United States, the International Port of Dutch Harbor. The community is 50 miles from the North Pacific Great Circle Shipping Route and 800 miles southwest of Anchorage. This coastal community in the Eastern Aleutian Islands seamlessly blends industry and history, connected by a 40-mile network of roads that link the bustling port, harbors, private docks, local businesses, and residential areas on Unalaska and Amaknak Islands.

Unalaska's economy thrives on commercial fishing, seafood processing, fleet services, and marine transportation, with the Port of Dutch Harbor serving as a vital year-round, ice-free, deep-draft port designated as a Potential Port of Refuge for distressed or disabled vessels. Dutch Harbor is the #1 Commercial Fishing Port in the United States based on the volume of the catch, handling 763 million pounds of seafood valued at \$190 million. The Eastern Bering Sea Pollock fishery, the nation's largest, sets the stage for various fishing activities.

Unalaska also hosts the westernmost container terminal in the U.S., facilitating the efficient transshipment of cargo both domestically and internationally. The community offers a wide range of support services, from seafood processing to accounting, logistics, and marine support, making it a unique resource for the fishing industry in the region.



THE COMMUNITY *continued*

Unalaska's temperatures are pleasantly moderate and consistent, with summers ranging from 41-60° and winters ranging from 25-40°. The island experiences a lot of wind, and precipitation averages 60" annually, with up to 90" of snowfall that tends to melt quickly. During the summer, Unalaska's scenery undergoes a remarkable change, with the hills bursting into vibrant shades of green and adorning themselves with an abundance of beautiful wildflowers and delicious berries, creating a picturesque and welcoming atmosphere.

Unalaska's Department of Parks, Culture, and Recreation (PCR) is dedicated to enriching the community by providing cultural, leisure and recreational facilities and programs. PCR provides diverse services, including aquatics, arts and culture, fitness, programs for children and teenagers, leisure activities, library services, and special events. PCR manages the Aquatics Center, Community Center, Public Library, and eight parks. The recently renovated Public Library offers a wealth of resources, while the Museum of the Aleutians showcases 9,000 years of local history. The outdoors beckon in Unalaska, where nature enthusiasts can explore the vast 134-acre Aleutian World War II National Historic Area for outdoor activities such as hiking, fishing, and wildlife observation.

The Unalaska City School District serves about 345 students and offers comprehensive education from preschool to 12th grade. The district consistently ranks among the top schools in the state. Accolades such as the 2011 and 2012 National Blue-Ribbon School Awards highlight their commitment to academic excellence. Unalaska City School's educational facilities are complemented by the University of Alaska Fairbanks Bristol Bay Campus Unalaska Learning Center, which offers a range of college courses and educational opportunities.

Residents of Unalaska take pride in their work and the quality of their schools, healthcare, leisure, and cultural offerings, fostering a well-rounded and vibrant community. Now they also enjoy the benefits of high-speed internet.



THE ORGANIZATION

Unalaska is a First-Class City established in 1942 and has a Council/City Manager form of government. The elected Mayor and City Council are responsible for the legislative functions of the City, developing the overall vision, establishing policy, passing local ordinances, and voting on budget appropriations.

The City Council appoints a professional City Manager who has broad authority to oversee the administrative operations of the municipality, implement policies, and advise the Mayor and City Council. The City is not part of an organized borough. Unalaska operates with an FY25 general fund operating budget of \$36 million and proprietary fund budgets totaling \$34.6 million. The City employs 176.5 full-time equivalent positions.

[Click here to view Unalaska's organization chart.](#)

THE POSITION

The Director of Public Works ensures the delivery of high-quality services to city departments, residents and businesses by leading the day-to-day operations of the Department of Public Works. The department is comprised of several divisions: Engineering and Administration, Streets & Roads, Vehicle & Equipment Maintenance, Facilities Maintenance, and Receiving & Supply. Direct reports include the Project Manager, Office Manager and Supervisors of each division. The department employs 38 people. The Director oversees department personnel, and develops both short and long-term goals, as well as managing and administering capital projects. This role involves supervising the planning, operation, engineering, and maintenance of the City's public works facilities and systems. The Director provides the City Council with planning and budgetary information for capital and maintenance projects through the City Manager.

In addition, the Director of Public Works is responsible for budget management, performance evaluations, and ensuring alignment with the City's strategic plan, mission, and goals. Duties include managing capital improvement plans, negotiating contracts, and presenting policies and progress reports to the City Manager and Council.

The Director plays a vital role in building relationships with community stakeholders and maintaining clear communication at all levels. A proactive approach to operations, sustainability, and city-wide planning is essential, as is regular collaboration with the City Manager and other departments to ensure compliance with City policies and legal requirements.





LEADERSHIP OPPORTUNITIES

The next Director of Public Works has a transformational opportunity to enhance collaboration, modernize operations, and amplify a positive workplace culture. By strengthening teamwork and prioritizing accountability, this leader will drive long-term success for both the department and the community. Key leadership opportunities include:

Unified and Collaborative Culture. The next Director of Public Works will have the exciting opportunity to co-create a unified and collaborative culture between Public Works and Public Utilities. Together, both directors will foster an integrated approach to strengthen teamwork and encourage shared problem-solving. A focus on effective joint administration, with leadership contributions from both department directors, will enhance communication and ensure smooth coordination across teams, leading to greater efficiency and success.

Construction Oversight and Policy Alignment. This role provides the chance to enhance the construction process and ensure that it meets the highest standards. By establishing a well-structured inspection process to follow up on issued permits, the Director will help ensure compliance, quality, and long-term sustainability in all projects. Updating policies and codes to reflect Unalaska's unique infrastructure and community needs will help create a more effective, forward-thinking Public Works department that is in tune with the evolving needs of the community.

Staff Development and Succession Planning. The Director will be instrumental in cultivating a workforce that is skilled, motivated, and ready for the future. By providing training, mentorship, and clear career growth opportunities, the Director will empower employees to thrive in their roles and advance within the organization. A culture that encourages learning and leadership development will ensure that the department remains strong, adaptable, and prepared for long-term success, with clear paths for internal growth and leadership succession.

Citywide Coordination and Operational Effectiveness. With a collaborative mindset, the Director will work closely with the City Manager and other department directors to align Public Works initiatives with broader city goals. By enhancing coordination, the Director will help streamline processes, improve resource allocation, and drive positive outcomes across the city. Strengthening budgeting and organizational strategies will help improve operational efficiency and ensure that Public Works is delivering high-quality services while remaining financially sustainable.

Confidence, Integrity and Accountability. The Director will be a trusted leader who fosters a positive culture of transparency, integrity, and continuous improvement. By making confident, data-driven decisions and encouraging innovation, the Director will inspire the team to excel. A balance of approachability and strong decision-making will ensure that the department remains focused on its goals, while creating a work environment where everyone feels valued, accountable, and empowered to succeed.

DESIRED CAPABILITIES

The ideal candidate for the Director of Public Works position will possess a comprehensive understanding of local government operations, public administration, municipal finance, budgeting, and community relations. They will be skilled in analyzing organizational issues, applying sound judgment, and utilizing strong problem-solving and analytical abilities to implement effective solutions.

The Director of Public Works should possess excellent verbal and written communication skills, with the ability to adjust communication styles for diverse audiences, as well as superior interpersonal and negotiation abilities. The Director must embrace a collaborative, team-oriented approach, fostering respectful relationships across the organization and implementing best practices to meet Unalaska's unique needs. They should be solution-driven, positive, and capable of mentoring and training staff, ensuring that everyone is prepared for success and succession planning is in place. With confidence and the ability to lead effectively, the Director will maintain a focus on organizational unity while ensuring that all team members can thrive.



EDUCATION AND EXPERIENCE

This position requires a bachelor's degree in engineering or a related field of study and eight (8) years of increasingly responsible and related professional experience, with at least five (5) years in a management or supervisory role. Master's degree and prior experience as a municipal public works director is preferred. A strong background in project management, fiscal management, and adhering to local, state, and federal regulations is essential. The successful candidate must have, or be able to obtain, an Alaska driver's license within 90 days of hire, possess the ability to pass all required pre-employment testing (i.e., criminal background, employment history, credit check, and drug testing), and must be eligible to work in the U.S.

COMPENSATION AND BENEFITS

The hiring salary range for this position is \$169,121- \$186,025. The City of Unalaska offers a comprehensive benefits package, which includes 100% employer-paid medical premiums for both employees and their dependents, as well as 100% employer-paid basic life/AD&D insurance and medevac insurance for employees.

In addition to competitive salary and benefits, the City provides up to \$10,000 in hiring bonuses and relocation assistance each. An annual travel allowance of \$2,000 is available after the first year of employment.

Employees will accrue personal leave beginning at 16 hours per month and culminating at 32 hours per month in the ninth year of employment. Employees also enjoy 9 paid holidays, 4 floating holidays, and 7 days of bereavement leave annually. Longevity bonuses begin after three years of service.

The benefits package also includes eligibility for the Public Employees Retirement System (PERS), 457 Plans through MissionSquare and Mutual of America, and Flexible Spending Accounts for medical and dependent care. Employees may be provided with a city-owned vehicle for both work and personal use, and city-owned employee housing may be available for rent.



APPLICATION PROCESS

Qualified candidates please submit your cover letter and resume online at:

<https://www.governmentjobs.com/careers/bakertilly>

This position is open until filled; however, interested applicants are strongly encouraged to apply no later than Monday, May 12, 2025. For more information, please contact Yolanda Howze at Yolanda.Howze@bakertilly.com or 312-240-3401.

For more information about Unalaska, visit: <https://www.ci.unalaska.ak.us>, <https://www.ci.unalaska.ak.us/publicworks>, <https://www.facebook.com/Unalaska.DutchHarbor> and <http://www.unalaska.org/>

THE CITY OF UNALASKA IS AN EQUAL OPPORTUNITY EMPLOYER

