



**CITY OF ALEXANDRIA**  
HUMAN RESOURCES DEPARTMENT  
301 King Street, Suite 2500, Alexandria, VA 22314  
Telephone: (703) 746-3777 Facsimile: (703) 838-3850  
Telecommunications Device for the Deaf: (703) 838-5035

24 Hour JOBLINE: (703) 746-4422  
Virginia Relay Services: 711  
Apply Online: <http://alexandriava.gov/jobs>

**Stormwater Program Manager**  
Department of Project Implementation

**JOB NUMBER:** 2021-00495

**SALARY:** \$123,650.54 - \$151,732.28 Annually

**OPENING DATE:** 03/23/21

**CLOSING DATE:** Continuous

**THE POSITION:**



**Stormwater Program Manager**

**Overview**

Are you an experienced project or program manager who is versed in the design of flood mitigation practices? Does making a direct impact on urban flood mitigation and control excite you? If so, you are encouraged to apply to the City's new Stormwater Program Manager position in our Department of Project Implementation (DPI). The DPI Program Manager will work across City departments to ensure successful delivery of the Flood Mitigation Program and manage DPI's stormwater project portfolio. The employee will manage and coordinate a team of project managers and organizational managers to deliver the program objectives. The employee will liaise directly with the City Council appointed Ad Hoc Stormwater Utility and Flood Mitigation Advisory Group to address the concerns of Alexandria's residents. The program team will be comprised of staff from Department of Project Implementation and Transportation & Environmental Services Department. The flood mitigation program consists of storm sewer capacity and spot improvement projects; stream, channel, and infrastructure maintenance; grant and technical assistance programs; public communication and early warning systems. The program team will identify, prioritize, scope and deliver multiple high-profile projects needed to address critical capacity issues. The employee is expected to have strong program management and team leadership capabilities, with experience managing flood mitigation and stormwater management projects. They will report to an Executive Oversight team, ensuring priorities are achieved. The candidate must be able to demonstrate relevant design and project management experience on capital and community infrastructure projects, in particular those focused on innovative flood mitigation and stormwater management projects.

**The Opportunity**

- Provides leadership in project management (establishing best practices) to department and other City staff. Conducts regular project reviews of projects in program.
- Provides direction, technical expertise and guidance to project managers on the implementation (planning, design, and construction) of capital projects; Utilizes effective risk mitigation strategies to identify and mitigate risks to project schedule, budget or scope.
- Develops, supports, scrutinizes and/or monitors project mitigation plans to best meet project objectives.
- Provides stewardship of Capital funds through appropriate budget development, drafting of effective procurement documents, disciplined management of contractors, and adherence to contract and regulatory requirements. Ensures projects are properly planned, defined and funded for successful implementation.
- Manages stakeholders, engages the community, and presents information regarding capital improvement projects to residents, outside agencies, senior staff, and City officials. Serves as the City's representative at meetings with stakeholders including City departments, consultants, contractors, other government entities, citizens and business groups to build consensus on project planning and implementation.
- Works closely with project sponsor, cross-functional teams, and assigned project managers to plan and develop scope, deliverables, required resources, work plan, budget, and timing for new initiatives.
- Manages program and project teams for optimal performance, and coordinates and delegates cross-project initiatives.
- Develops and manages budget for projects and is accountable for delivering against established organizational goals/objectives.
- Guides, coaches, and trains project managers and direct reports. Must meet all certification requirements and continually work to improve program and project management skills and knowledge.
- Engages internal and external subject matter experts to ensure project challenges are addressed with appropriate level of expertise.
- Approach work with a critical eye, challenging accepted practices, seeking new approaches and continuous improvement. Supports the Director in the development and continuous improvement of departmental procedures and processes.
- Develops program assessment protocols for evaluation and improvement. Produces program reports for management and stakeholders.
- Performs other duties as assigned.

### **The Ideal Candidate**

In order to minimally qualify for this position, all applicants must possess a bachelor's degree and nine (9) years of related technical experience, including three (3) years as a project or program manager; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

In order to be considered an ideal candidate, all applicants must have all the above as well as, fifteen (15) years of related technical experience of which eight (8) years are as a project or program manager; professionally licensed/credentialed as a PE, RA, AICP, or LA; Certification as PgMP, PMP, or CCM.

### **About the Department**

The Department of Project Implementation (DPI) is responsible for the implementation of capital infrastructure projects including intersection improvements, storm water and water quality improvements, sanitary sewer improvements, flood mitigation and park improvements. DPI staff promote excellence in project management and sound stewardship of public trust. The Department is currently managing 39 active infrastructure projects with a total capital improvement program value of approximately \$110 million. The Department coordinates and plans complex, multi-departmental projects such as the Waterfront Small Area Plan Implementation and the Potomac Yard Metrorail Station. DPI is dedicated to continuous improvement and industry best practices and is committed to the continued professional development of staff members.

### **MINIMUM & ADDITIONAL REQUIREMENTS:**

**PREFERRED QUALIFICATIONS:**

**NOTES:**

This position will be open until filled.

*An Equal Opportunity Employer*

SG

**Stormwater Program Manager Supplemental Questionnaire**

- \* 1. Do you have a bachelor's degree?  
 Yes  No
  
- \* 2. Do you have nine (9) years of related technical experience, including three (3) years as a project or program manager?  
 Yes  No
  
- \* 3. If you answered "no" to either questions 1 or 2, do you possess the equivalent combination of experience and training which provides the required knowledge, skills and abilities necessary for this position? (If you answered "yes" to both questions 1 and 2, please answer "yes")  
 Yes  No
  
- \* 4. Do you have fifteen (15) or more years of related technical experience of which eight (8) are as a project manager for design and construction of capital projects;  
 Yes  No
  
- \* 5. Are you professionally licensed as a PE, RA, AICP, or LA?  
 Yes  No
  
- \* 6. If so, which license do you possess? If not, please enter N/A.
  
- \* 7. Do you possess a PgMP, PMP or CCM certification?  
 Yes  No
  
- \* 8. If so, please enter which certification you possess. If not, please enter N/A.
  
- \* 9. Do you have experience with design of stormwater management projects?  
 Yes  No

\* 10. If so, please explain your experience. If not, please enter N/A.

\* Required Question