
Metro Management Council is seeking a dynamic and highly experienced professional to serve as its next Director of the 911 Metro Communications Agency

THE AGENCY

Metro Communications Agency is created by a joint cooperative agreement for communication services between the City of Sioux Falls and Minnehaha County, South Dakota. Metro Communications Agency has its own standing separate and apart from the governmental organization of either the City of Sioux Falls or Minnehaha County. The Agency is headed by a Director of Communications who reports directly to the Metro Management Council. The agency is governed by the Metro Management Council, which consists of five members:

- Two members of the Minnehaha County Board of Commissioners, appointed by the commission chair
- The Mayor of Sioux Falls
- Two members of the Sioux Falls City Council, appointed by the Mayor

The Metro Management Council has the broad discretion to oversee and control the operations of Metro Communications Agency, including final authority to appoint the Director of Metro Communications.

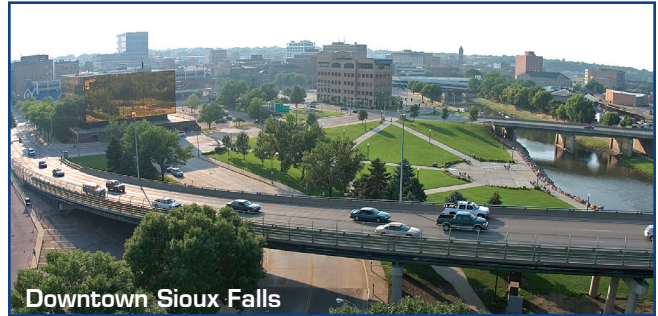
Staff Size: 49 (6 management staff, 43 bargaining unit staff). Hourly employees are represented by a labor union: AFSCME Local 3516.

2019 Budget: \$4.6 million (\$4M Personnel and \$543K Operating)

THE POSITION RESPONSIBILITIES

The Director of Metro Communications Agency shall:

- Advise and make recommendations to the Metro Council to ensure the proper and efficient operation of the Metro Communications Agency.
- Supervise employees and make final decisions relative to hiring, discharge, layoff, suspension, disciplinary action, the adjustment of grievances, and employee performance evaluations.
- Ensure compliance with South Dakota Codified Law, federal regulations, and agency guidelines.
- Manage all Metro Communications Agency functions, including financial planning, strategic planning, continuity planning, project management, intergovernmental relations, media relations, and formulation of policies, procedures, and regulations for the Agency.
- Act as liaison with city, county, state, and federal agencies involved in public safety emergency communication matters and build and maintain a high level of support with all stakeholders.
- Submit and administer an annual department budget that includes five-year budget projections.
- Prepare and present effective oral and written material relating to the activities of the Metro Communications Agency to stakeholders.
- Research and make recommendations for the repair of, upgrades to, or replacement of the communications systems; oversee and manage the installation, operation, and maintenance of equipment including dispatch consoles, radio system, computers, and other data and equipment interfaces.
- Ensure the proper care and disposition of Agency property and provide to the Metro Management Council an annual inventory of all public properties and supplies.
- Negotiate labor, equipment, and service contracts with vendors and customers.
- Identify operational baselines and industry benchmarks to identify and pursue strategies to maintain and improve operational efficiency and performance.



Director of the 911 Metro Communications Agency, Sioux Falls, South Dakota

SURROUNDING MAJOR CITIES



Black Hills	350 miles
Chicago	559 miles
Denver	635 miles
Des Moines	275 miles
Kansas City	365 miles
Minneapolis	270 miles
Omaha	180 miles
St. Louis	614 miles
Winnipeg	470 miles

QUALIFICATIONS AND REQUIREMENTS

Graduation from college or university with a bachelor's degree in public administration, business administration, criminal justice, or related field and a minimum of six years' progressively responsible professional level experience in public safety, public administration or business management, communications and/or emergency management, or telecommunications planning and supervision; or any equivalent combination of experience and education which provides the applicant with the desired skills, knowledge, and ability required to perform the work.

Highly qualified candidates will possess:

- Knowledge of public safety radio systems and equipment, telephone systems and equipment, and computer-aided dispatch software and hardware.
- Knowledge of the practices, functions, operations and organizations, and authority of federal, state, local jurisdictions, officials, and agencies as they relate to public safety communication systems.
- Knowledge of the practices and principles of governmental fiscal management, personnel management, and strategic and continuity planning.
- Knowledge of and ability to assess legislation affecting public safety and ability to lead communication efforts to influence legislation.
- Knowledge of effective change management principles and practices affecting organizational structure, technology systems, financial systems, and operational practices.
- Ability to effectively establish and maintain working relationships with subordinates, user groups, city- and county-elected officials, officers, managers, and directors of other public safety agencies.

- Ability to effectively represent the agency in successful vendor, labor, and service contract negotiations.
- Ability to plan for the growth of stakeholder agencies and supported communities to ensure the consistent delivery of services across a changing operational and fiscal environment.
- Ability to analyze and evaluate agency operations while applying judgment and discretion in resolving problems and interpreting policies and regulations.
- Ability to communicate effectively both orally and in writing.
- Ability to develop teams and work in a collaborative environment with diverse stakeholders.
- Ability to identify long-term strategies and activities to achieve strategic level organizational results.

COMPENSATION

- Salary: \$93,344.42–\$130,464.62
Salary is negotiable dependent upon experience and qualifications. Generous fringe benefits.

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

Metro Communications Agency is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, religion, national origin, citizenship, ancestry, gender, gender identity, sexual orientation, marital status, pregnancy, age, disability, veteran's status, genetic information or on any other protected status in accordance with state and federal law. Arrangements for accommodations required by disabilities can be made by contacting the Minnehaha County Human Resources Director at 605-978-5588.

FURTHER INFORMATION

To apply, submit cover letter, resume, and professional references to Minnehaha County Human Resources, 415 North Dakota Avenue, Sioux Falls, SD 57104. Application deadline is Friday, December 21 at 5 p.m. EOE.

