

JOB ANNOUNCEMENT

Port of Astoria

Executive Director

The Port of Astoria, Oregon, located at the mouth of the Columbia River, seeks an executive director. The Port owns and operates deep-water docks, two marinas, a general aviation airport, a 45-acre industrial park and other industrial/commercial properties. Qualified candidates must have experience in capital project planning, development and oversight. Must have an understanding of the role of public/private partnerships in local economic development. Experience with a public port district desirable, but not required. Must have understanding of public budgeting, public meetings and records law, staff management, and working with boards, commissions and advisory groups. Experience in multimodal transportation project development desirable. The salary range for the position is \$75-95,000 annually, plus benefits. Interviews will be scheduled with qualified candidates within three weeks of the closing date. The Port hopes to bring its new executive director on board by mid-Summer. For additional information go to the classifieds section at www.sdao.com. Closes April 30, 2008.

Interested applicants are asked to send letters of interest, employment history and a narrative of how the applicant's background qualifies him or her for the position. Application material should be received by the Special Districts Association of Oregon no later than 5 pm on Wednesday, April 30, 2008, and mailed to the following address. Email responses with attachments are acceptable. No telephone inquiries, please.

Special Districts Association of Oregon

RE: Port of Astoria Executive Director

PO Box 12613

Salem, Oregon 97309-0613

sdao@sdao.com

PLEASE SEND ALL APPLICATIONS DIRECTLY TO THE SPECIAL DISTRICTS ASSOCIATION OF OREGON (Sending them to the Port of Astoria will only delay your application.)

SDAO web site posting

JOB ANNOUNCEMENT

Executive Director, Port of Astoria
Astoria, Oregon

The Port of Astoria, located at the mouth of the historic Columbia River, is currently seeking a qualified and motivated professional to serve as executive director. The Port is a public body, organized under Oregon Revised Statutes (ORS) Chapter 777. Port policies and operations are overseen by a five-member elected Board of Commissioners.

About Astoria:

Astoria is located in the northwestern corner of Oregon, on the Columbia River, 6 miles from the Pacific Ocean. Surrounded by water on three sides, the city was largely “built out” by the 1930’s. Given the limited land base for new development, the population has hovered around 10,000 for the past hundred years and is currently 9,970. As the oldest American settlement west of the Rockies, Astoria has close historical ties to the journey of Lewis and Clark, the fur trade, and tribal and maritime activities. Like many other Oregon communities, Astoria’s economy was heavily reliant on natural resources industries, with a focus on both fisheries and timber. Astoria is now experiencing growth in tourism along with a renaissance of choice restaurants, hotels and coffee shops, as well as the restoration of the historic Liberty Theater. Family oriented attractions and recreational activities are plentiful. For example, a five-mile river walk, hiking trails, an aquatic center, numerous parks, boat moorages, the Columbia River Maritime Museum, the Astoria Riverfront Trolley and the Astoria Column are all within city limits. Just outside city limits are ocean beaches, state parks and multiple opportunities for the

northwest outdoor experience including, fishing, hiking, surfing, boating, camping and beach exploration.

Port activities/operations:

The Port works closely with surrounding communities and state agencies to promote economic development within Clatsop County.

Providing the right mix between tourism and industry as well as attracting businesses with family wage jobs is a port goal. Lack of freeway access and an inactive rail line inhibits some industrial opportunities.

Implementing regularly scheduled air service from the Astoria-Warrenton Regional Airport is a high priority.

The Port is host to a large fish processing cluster. Fishing vessels unload their catch directly to several fish processors and the product is transported to market by truck.

The West Mooring Basin provides 366 slips for recreational and fishing vessels. The East Mooring Basin provides 73 slips for larger, commercial fishing vessels.

The Port's "Pier One" is Oregon's only deep-water cruise ship berth.

The boat yard haul out facility provides haul-out services and uncovered boat storage.

The Airport Industrial Park has 45 acres of land available for development. In addition, the Port owns 133 acres of undeveloped land in the adjacent community of Warrenton.

Attracting businesses to the industrial park and marketing of deep-water docks to expand cruise ships and/or attract maritime trade are priorities for the Port.

Desired skills/experience:

1. Ability to work with the Port's elected Board of Commissioners, as well as with various public advisory groups, task forces, etc.
2. Familiarity with laws and regulations governing public meetings, public budgeting, public records, etc.

3. Ability to develop short term and long term business strategies and periodically update the strategic plan for Commission consideration and implementation upon adoption. Ability to serve as a resource to the Commission in developing policies and capital investment strategies.
4. Ability to manage the overall operations of the Port as directed by Commission policies and adopted strategies including:
 - a. Developing and maintaining the personnel organization required to carry out operations of the port including hiring/firing of employees, compensation, labor and union relations.
 - b. Assuring that the assets of the Port are adequately maintained and protected.
 - c. Carrying out Port operations within the budget adopted by the Commission.
 - d. Carrying out Port operations within all regulatory requirements.
 - e. Ensuring environmental regulations and considerations are integrated into all aspects of Port operations, strategic planning and decision-making.
 - f. Developing marketing and pricing strategies required to achieve the Port's strategic objectives.
 - g. Exploring alternative funding sources and revenue producing activities.
 - h. Preparing and administering annual operating budget and capital improvement plan.
 - i. Researching, preparing and submitting grant applications.
5. Other duties as may be prescribed by the Commission, such as representing the Port at public meetings, participating in public forums, trade organizations, and developing and maintaining public relations strategies.

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