The Port of Los Angeles is seeking a
Deputy Executive Director of Development
(Civil Service Title: First Deputy General Manager Harbor)
THE CITY OF LOS ANGELES

The City of Los Angeles (City), founded in 1781, is the second largest city in the nation with a population of approximately 4 million citizens located in over 470 square miles. The City of Los Angeles is a Charter City originally incorporated in 1850. Los Angeles is the principal city of a metropolitan region stretching from the cities of Ventura to the North, San Clemente to the South, and San Bernardino to the East. As home to the film, television and recording industries, in addition to its ethnic and cultural diversity and many important cultural assets, the City of Los Angeles could be identified as a principal global cultural center.

THE PORT OF LOS ANGELES

The Port of Los Angeles is America’s Port®, the nation’s premier gateway for international commerce and the busiest seaport in the Western Hemisphere. Located in San Pedro Bay, 25 miles south of downtown Los Angeles, the Port of Los Angeles (Port) encompasses 7,500 acres of land and water along 43 miles of waterfront.

Handling diverse commodities from avocado to zinc, the Port of Los Angeles features both passenger and cargo terminals, including cruise, container, automobile, breakbulk, dry and liquid bulk, and warehouse facilities that manage billions of dollars’ worth of cargo each year.

This thriving seaport is also known for groundbreaking environmental initiatives and remains committed to managing resources and conducting developments and operations in both an environmentally and fiscally responsible manner. The Port has also built a strong reputation for its progressive security measures and community engagement.

The Port of Los Angeles is one of the world’s busiest seaports and leading gateway for international trade in North America and has ranked as the number one container port in the United States each year since 2000. In 2022, the Port moved 9.9 million Twenty-Foot Equivalent Units (TEUs), sustaining its top rank among U.S. ports with the second busiest calendar year on record. In 2021, the Port handled a total of 10.7 million TEUs, the busiest calendar year on record in the Port’s 115-year history.

The Port of Los Angeles is a department of the City of Los Angeles (also known as the Los Angeles Harbor Department) and is governed by the Los Angeles Board of Harbor Commissioners, a panel appointed by the Mayor of Los Angeles. Although the Port is a City department, it is not supported by City taxes. Operating as a landlord port with more than 200 leaseholders, the Port instead generates its revenues from leasing and shipping service fees. The Port's jurisdiction is limited to the Harbor District, which includes property in San Pedro, Wilmington, and Terminal Island. All Port operations are managed by the Board of Harbor Commissioners in accordance with the Public Trust Doctrine to promote maritime, commerce, navigation, fisheries, and public access to the waterfront.

The Port of Los Angeles authorized staffing is just over 1,000 employees representing more than 20 divisions within five bureaus – Finance and Administration, Marketing and Customer Relations, Public Safety and Emergency Management, Stakeholder Engagement, and Development.

For additional information, please visit the Port of Los Angeles website at:

www.portoflosangeles.org
The Development Bureau

The Port of Los Angeles Development Bureau includes more than 450 budgeted positions comprised of engineers, electricians, architects, carpenters, plumbers, painters, maintenance laborers, custodians, analysts, and clerks, to name a few. The Bureau is responsible for design, permitting, construction and maintenance within port jurisdiction. The Development Bureau has a proposed budget of approximately $77.4 million dedicated to salaries and benefits, maintenance improvement, and operating expenses in support of the goals and initiatives of the development bureau. The Bureau is also responsible for delivering an approximately $1.7B 10-year Capital Improvement Program aimed at Terminal, Transportation, Community Access and other Port development initiatives.
THE DEPUTY EXECUTIVE DIRECTOR OF DEVELOPMENT POSITION

The Port of Los Angeles is looking for an experienced individual to join the executive management team. The Deputy Executive Director of Development (Civil Service Title: First Deputy General Manager Harbor) reports directly to the Executive Director Harbor Department. This position is responsible for the overall planning, direction, and management of the Port of Los Angeles Development Bureau, which consists of the Construction, Construction and Maintenance, and Engineering.

The Deputy Executive Director of Development directly supervises the following subordinate managers:

1. **Chief Harbor Engineer** who manages the Construction Division, which is responsible for administering all contracts for the construction of new or upgraded Port facilities and provides Port survey, construction inspection, and materials testing services;

2. **Traffic Manager (Director of Construction & Maintenance)** who manages the Construction and Maintenance Division, which provides 24-hour, seven-days-a-week traditional and Port-specific craft support for the maintenance, repair, alteration, and reconstruction of Harbor Department-owned facilities and infrastructure, as well as selected services to Port customers on a reimbursable basis;

3. **Chief Harbor Engineer** who manages the Engineering Division, which is responsible for the engineering and architectural design of new or upgraded Port facilities, including all design plans, specifications, and other contract documents necessary for the development, redevelopment, and maintenance of marine terminals and other Port facilities; and The Division is also responsible for Right-of-way, Harbor Engineer Permits, Project Management and manages the Port’s Capital Improvement Program.

As a member of the Port executive management team, the Deputy Executive Director of Development:

- Advises the Executive Director and the Board of Harbor Commissioners on the Port’s long-term Capital Improvement Program and the planning, design, and construction of all Port infrastructure, including facilities, road and rail improvements, and waterfront development;
- Works with subordinate division managers to determine short and long-term objectives, and ensure that programs, priorities, and deadlines are achieved;
- Facilitates project life-cycle management among the design and construction and maintenance functions within the bureau to achieve optimal value for Port facilities;
- Leads strategic analysis and planning efforts to develop and implement organizational policies and programs;
- Recommends and implements administrative controls on construction, construction and maintenance, and engineering activities;
- Prepares reports and recommendations on controversial and complex management issues; and
- Represents the Port before elected and appointed officials, City Council committees, federal and state agencies, neighborhood councils, and outside agencies and companies conducting business at the Port.

MINIMUM QUALIFICATIONS

At a minimum, candidates must possess the following qualifications to be considered for this position:

- Bachelor’s Degree from an accredited college or university in engineering, transportation, maritime, planning, construction management, architecture, or in fields related to development/management of complex facilities.
- Successful management career that includes at least five years of professional, paid experience as a senior-level manager in the field of maritime, transportation, engineering, or construction, or a related field at a complex and multifaceted public agency dealing with an array of issues at the local, state, and federal levels.

A Professional Engineering License or relevant Master’s Degree is desirable.
POSITION, COMPENSATION, BENEFITS

ANNUAL SALARY $220,638 - $322,575 (see City of Los Angeles Memorandum of Understanding No. 36)

The position at the Harbor Department is an exempt, at-will position. The incumbent will not accrue any civil service tenure, contractual employment rights, or due process rights. The Deputy Executive Director of Development is appointed by and serves at the preference of the Executive Director Harbor Department. The incumbent may be removed, without any finding of cause, by the Executive Director Harbor Department.

The current salary range is subject to change. The salary appointment may be made anywhere within the range, depending upon the qualifications and experience of the successful candidate. The starting salary may be confirmed with the Harbor Department before accepting a job offer.

The City of Los Angeles provides a comprehensive and highly competitive Executive Benefit package that includes:

- **Retirement System** - Candidates may qualify for the Los Angeles City Employees Retirement System (LACERS). For more information, visit [www.lacers.org](http://www.lacers.org)
- **Insurance Coverage** - City paid health, dental, vision, life, and long-term disability coverage. Other optional benefits are also offered. Details may be found at [www.keepinglawell.com](http://www.keepinglawell.com)
- **Deferred Compensation Plan** - Allows employees to supplement existing retirement/pension benefits by saving and investing pre-tax dollars.
- **Sick Leave** - After one year of service including 96 hours of 100% paid leave and 40 hours of 75% paid leave. Both 100% paid leave and 75% paid leave may be accumulated to a total of 800 hours each.
- **Vacation Leave** - Paid vacation credited commensurate with job-related experience and applicable Memorandum of Understanding (MOU) provisions.

For information regarding COVID-19 vaccination requirements as a condition of employment, review [Los Angeles City Ordinance 187134](http://www.lakers.org).

TO BE CONSIDERED

Interested candidates should submit a persuasive cover letter explaining why they are a good candidate for the position; a resume detailing applicable background and work experience (including the size of the operational agency and networks managed); and at least four professional references (including name, job title, affiliation, email address, and telephone number). Submissions must be sent electronically to ExecutiveHiring@portla.org no later than 5:00 P.M., on July 28, 2023. The email subject line should state your name and Submission for Deputy Executive Director of Development.

**SUBMISSION DEADLINE:** July 28, 2023, at 5:00 P.M.

Only the most qualified candidates will be invited to a panel interview for further evaluation.

The City of Los Angeles is an Equal Employment Opportunity Employer and values diversity at all levels of its workforce.