

Deputy Director of Public Works
Administration Division
Town of Waynesville, NC

Applications Accepted Beginning April 9, 2025

THE POSITION

The Town of Waynesville's Department of Public Works is seeking a strong, strategic leader who can effectively assist in managing a large, diverse public utility, and who is committed to sustainability, communicates as effectively to employees as elected officials, and will bring creative, problem-solving skills to the organization.

Under the supervision of the Director of Public Works, the Deputy Director of Administration plans, organizes, and directs the activities of the Water Treatment Plant, Wastewater Treatment Plant, Electric Department, as well as sustainability efforts. Deputy Directors will co-manage in the Director's absence.

This role offers a unique opportunity for a forward-thinking professional to take on increasing responsibilities and grow within the organization. The selected candidate will work closely with senior leadership, gaining valuable insights and experience to prepare for future leadership opportunities. We are seeking a dynamic individual who is eager to make a lasting impact and contribute to the long-term success of the organization.

PRIORITIES

- Develop and maintain excellent working relationships with the Town's Administration, the Director of Public Works, Executive Leadership, and the Environmental Sustainability Board.
- Build and maintain relationships with regulatory agencies.
- Attend community meetings.
- Focus on the learning and development of current staff and implement vision for the future of the department.
- Be forward thinking and proactively prepare the Director and staff for what's ahead.
- Set a positive work culture and engage with employees throughout the department to ensure priorities are being effectively communicated.



DESIRED CAPABILITIES

The next Deputy Director is a visionary thinker and can plan, develop and implement sustainability initiatives. They have a strong understanding of the Triple Bottom Line framework (People, Planet, Profit). They will foster collaboration and alignment with the Town's sustainability goals. Expertise in establishing standard operating procedures and best practices. Strong auditing and compliance skills to ensure regulatory adherence. Ability to analyze operations for improvements in efficiency and effectiveness. Proficiency in monitoring and analyzing sustainability metrics. Ability to develop structured reporting systems for performance tracking. Strong skills in compiling and presenting comprehensive reports. Familiarity with Solar System Design and Installation, Computerized Maintenance Management Systems (CMMS) and GIS applications. Ability to leverage data analytics for optimizing asset performance and maintenance schedules. Experience in supporting technology adoption across divisions.

Proficient negotiation skills for policy formulation and decision-making. Strong ability to communicate effectively with diverse stakeholders, including community members and government officials. Coaching and mentorship capabilities to support team development. Ability to develop new approaches to solve complex problems. Flexibility to adapt to changing demands and emerging challenges. Creative thinking to identify and integrate emerging technologies for sustainability. Deep passion for environmental sustainability and public service goals. Proven track record of implementing sustainable practices within public or private sectors. Capability to foster a culture of accountability, teamwork, and continuous improvement. Experience in leading organizational change initiatives. Ability to maintain resilience and support during transitions.

LEADERSHIP OPPORTUNITIES

- Sustainability Leadership
- Strategic Planning and Implementation
- Collaboration with the Environmental Sustainability Board
- Cross-Departmental Leadership
- Mentorship and Team Development
- Innovation and Change Management
- Community Engagement and Advocacy
- Visibility and Influence
- Data-Driven Decision Making
- Recognition and Legacy



EDUCATION AND EXPERIENCE

A bachelor's degree in Public Administration, Environmental Science, Sustainability, Business Administration, or a related field is typically required.

A master's degree in a relevant area (e.g., Public Policy, Environmental Management, or Business Administration) is often preferred and can enhance candidacy.

A minimum of 5-7 years of progressively responsible experience in public administration, environmental management, or a related field, with a focus on sustainability practices.

Demonstrated experience in operational management, including developing and implementing policies and procedures, is essential.

Previous experience collaborating with governmental agencies, community organizations, and stakeholders to drive sustainability initiatives and compliance is highly valued.

Familiarity with data analysis, regulatory compliance, and auditing processes within public service settings is important. Leadership roles involving team development and cross-departmental collaboration will strengthen a candidate's profile.

ABOUT WAYNESVILLE

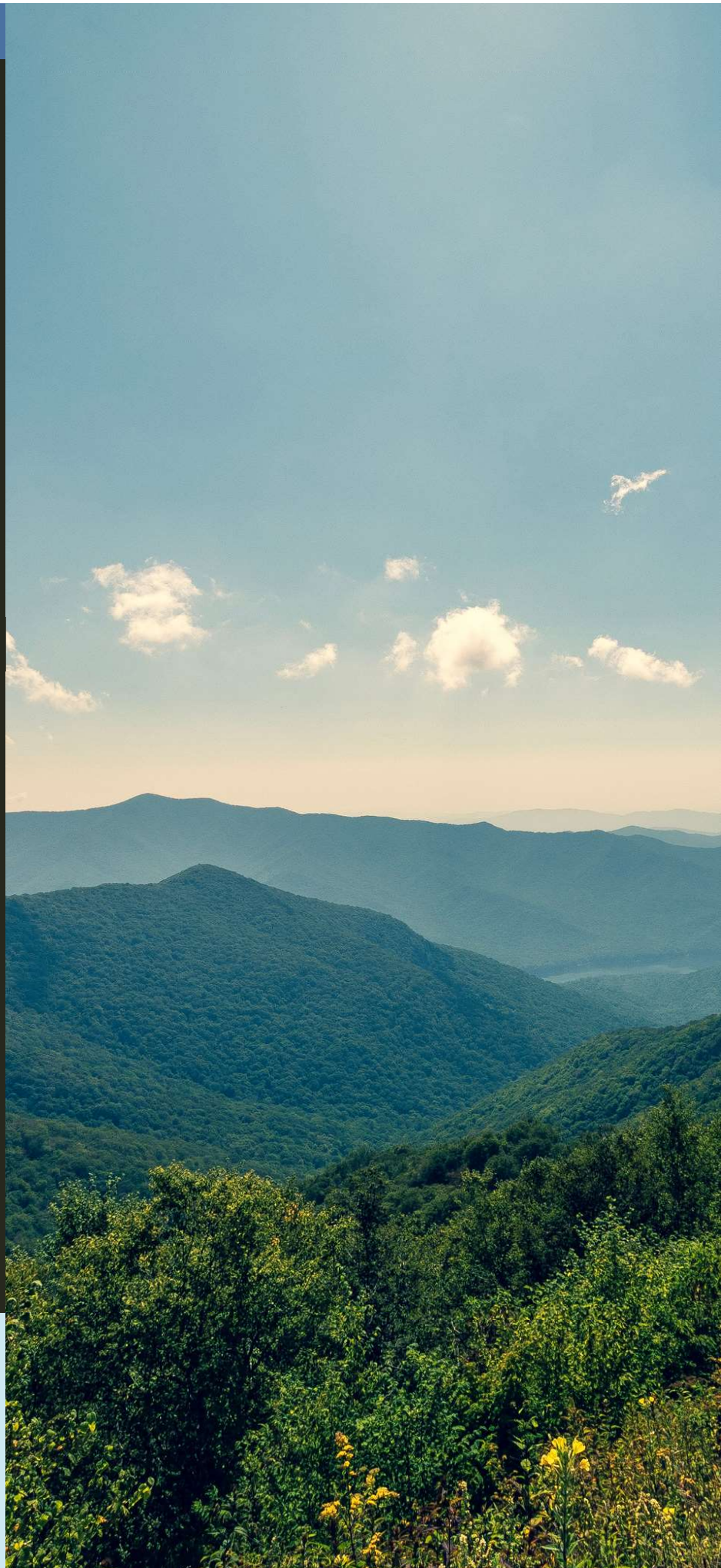
Known affectionately as the Gateway to the Smokies, Waynesville is the largest municipality west of Asheville, and the county seat of Haywood County.

Waynesville has a vibrant sense of community and rich cultural heritage. It combines the beauty of nature with the warmth of Southern hospitality, making it a delightful destination for residents and visitors alike.

Waynesville has retained its historic charm while embracing modern amenities. The town's main street is lined with quaint shops, local art galleries, and diverse dining options, reflecting the creative spirit of its residents. Throughout the year, Waynesville hosts various festivals and events that celebrate local arts, crafts, and traditions, drawing visitors from near and far.

More about Waynesville

[Town of Waynesville](#)
[Haywood County](#)



Compensation and Benefits

The hiring range for this position is \$62,685 - \$81,491 annually. In addition to competitive compensation, the Town of Waynesville provides a comprehensive benefits package, including between 14 and 26 days of annual leave based on years of public service, 12 paid holidays, and 12 days of sick leave annually.

Full-time employees are eligible for no-cost health, life, and dental benefits. Employees have free access to the Town's Employee Assistance Program and a free gym membership. Retirement savings include membership in the Local Government Employees Retirement System with employer contributions of 14.35% beginning July 1, 2025, and a Town-sponsored 401K benefit with a 5% employer contribution. Participation in the retirement plans is mandatory. For more information about the Town's health benefits, visit waynesvillenc.gov/departments/human-resources/employment.

APPLICATION AND SELECTION PROCESS

Qualified candidates please submit your cover letter, resume, and application to the Director of Human Resources: pmccurry@waynesvillenc.gov

This position is open until filled. For more information, please contact Page McCurry at 828.452.2491.

