DALLAS AREA RAPID TRANSIT SEEKS A HIGHLY MOTIVATED, COMPETENT AND SEASONED MANAGER AND LEADER TO SERVE AS THE...

THE ORGANIZATION

DART Mission Statement

DART’s mission statement defines the purpose for which the Agency was created:

The mission of Dallas Area Rapid Transit is to build, establish and operate a safe, efficient and effective transportation system that, within the DART Service Area, provides mobility, improves the quality of life, and stimulates economic development through the implementation of the DART Service Plan as adopted by the voters on August 13, 1983, and as amended from time to time.

Dallas Area Rapid Transit (DART) is a regional transit agency authorized under Chapter 452 of the Texas Transportation Code and was created by voters and funded with a one-cent local sales tax on August 13, 1983. The service area encompasses 700 square miles, and consists of 13 North Texas cities: Addison, Carrollton, Cockrell Hill, Dallas, Farmers Branch, Garland, Glenn Heights, Highland Park, Irving, Plano, Richardson, Rowlett, and University Park, with combined populations of 2.3 million residents.

For Fiscal Year 2015 (FY 15), DART has 3,692 budgeted staff positions, approximately 1,600 of

VICE PRESIDENT - HUMAN CAPITAL

GOVERNANCE AND MANAGEMENT

DART is governed by a 15-member Board of Directors appointed by service area city councils based on population. Eight members are appointed by the City of Dallas (one shared with Cockrell Hill) and seven are appointed by the remaining cities. Board members serve two-year terms with no term limits. Board officers are elected from the Board membership and serve one-year terms.

BOARD STRATEGIC PRIORITIES

1. Strive to Exceed Customer Expectations
2. Manage System Development and Maintain Infrastructure
3. Build and Maintain DART’s Regional Transportation Leadership
4. Drive Change Through Employee Engagement
5. Maximize Funding Resources
6. Use Technology to Integrate and Advance Services and System
them hourly workers. The operating budget for FY 15 is $459.3 million. DART employees run the gamut from professional, engineering, transportation, administrative, financial, planning and development, and procurement, to operators, mechanics, and maintenance personnel. DART values diversity, innovation and commitment to public service in its employees.

DART operates a bus fleet of 652 vehicles and 90 miles of light rail with 60 stations. For the most recent calendar year, ridership included 37.4 million bus passengers and 29.5 million rail passengers. DART also operates the Trinity Railway Express, a diesel commuter rail line between Dallas and Fort Worth, and Paratransit van services for disabled passengers.

DART and the Fort Worth Transportation Authority (the T) jointly operate 34 miles of commuter rail (the Trinity Railway Express or TRE), linking downtown Dallas and Fort Worth with stops in the mid-cities and Dallas/Fort Worth International Airport (DFW International Airport). In 2016, the DART Rail System will reach 93 miles with completion of the 2.6-mile Blue Line extension from Ledbetter Station in Southern Dallas to the University of North Texas (UNT) Dallas Campus. DART’s bus fleet is undergoing a transition to compressed natural gas (CNG). The new buses began service in 2013 and the full fleet conversion should be complete in 2016.

DART is an award-winning organization and some recent examples include awards from the American Council of Engineering Companies, Texas - Orange Line, Engineering Excellence Gold Award; Government Finance Officers Association - Certificate of Achievement for Excellence in Financial Reporting/Distinguished Budget Presentation Award; and Greater Dallas Planning Council - Orange Line to DFW Airport, Built Project Award, among many others.
THE POSITION

Reporting to the Deputy Executive Director, The Vice President - Human Capital (VP - Human Capital) serves as the “Chief People Officer” for DART, responsible for directing and overseeing the people-related functions of the Agency in accordance with applicable policies, practices, laws and regulations. The VP - Human Capital is also responsible for strategic human capital leadership and planning to attract and retain the best people talent available. Department functions include recruitment, training, benefits, Human Capital Information System and administrative services. The VP - Human Capital supervises a staff of 21 employees, including three division managers. As a contributing member of the Executive Management Team, the VP - Human Capital serves as an innovative, dynamic agent of change, and is a valued resource in supporting DART’s strategic goals and objectives.

Essential Functions include:

1. Plan, develop, organize, implement, direct and evaluate the Agency’s human resource function and performance.
2. Participate as a strategic partner in the development of the Agency’s plans and programs.
3. Translate strategic and tactical business plans into Human Capital (HC) strategic and operational plans.
4. Evaluate and advise on the impact of long range planning of new programs/strategies and regulatory action as those items affect the attraction, motivation, development and retention of people resources.
5. Develop staffing strategies and implementation plans and programs to identify internal and external talent for positions of responsibility. Identify appropriate and effective external sources for candidates for all levels within the Agency.
6. Develop progressive and proactive compensation and benefits programs to provide motivation, incentives and rewards for effective performance and to provide programs which utilize an employee and Agency partnership for the short and long-range health and welfare of DART people.
7. Develop programs to allow the Agency to embrace qualified applicants and employees of all backgrounds and to permit the full development and performance of all employees.
8. Develop human capital planning models to identify competency, knowledge and talent gaps and develop specific programs for the filling of the gaps. Areas of activity will include talent management through proper succession planning programs for key contributor and management positions, training and development programs for preparing DART people for more significant responsibilities and general business development programs to enhance employee knowledge and understanding of the Agency and the industry.
9. Continually assess the competitiveness of all human capital programs and practices against the relevant comparable entities, industries and markets.
10. Establish credibility throughout the organization with management and DART people in order to be an effective listener and problem solver of people-related issues.
11. Develop appropriate policies and programs for effective management of the people resources of the Agency.
12. Enhance and/or develop, implement and enforce human capital policies and procedures of the organization through systems that will improve the overall operation and effectiveness. In particular, manage the human capital information systems database and necessary reports for critical analyses of the human capital function and people resources.
13. Coordinate the activities, programs and strategic human capital plans of other departments throughout the Agency.
14. Continually enhance knowledge of human capital policies, programs, laws and issues. Understand the differences between public and private policies and programs and their impacts on recruiting and retaining talent.
15. Provide technical advice and knowledge as required.
16. Manage the budget and other financial measures of the Department.
17. Continually improve the programs, policies, practices and processes associated with meeting the strategic and operational people issues of the organization.
18. Evaluate the human resource division structure and team plans for continual improvement of the efficiency and effectiveness of the group as well as providing individuals with professional and personal growth.

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CANDIDATE PROFILE (Continued from pg 3)

This is a position of public trust; the candidate’s personal integrity and ethics must be beyond reproach.

The ideal candidate will be highly motivated to maintain current knowledge of employment law and best practices in the public sector human resources and development field. In this same regard, the VP - Human Capital should be committed to an appropriate level of professional networking in human resources-related organizations.

REQUIRED EDUCATION AND EXPERIENCE

Extensive experience in public sector human resources management and development must be evident in the background of the successful candidate. This includes a stable history of ten years in progressively responsible positions within complex, customer service-driven organizations that provide human resources and workforce-related services to organizations with staff size and an overall operating budget similar to the DART. At least three years of the candidate’s work experience must be in a management capacity over a sizable human resources professional and paraprofessional staff. The ideal candidate’s experience will contain exposure to the full array of public sector human resources functions, to include recruitment and selection, compensation and benefits administration, training, organizational development, risk management, employee relations and labor relations. Education should include a minimum of a Bachelor’s degree from an accredited college or university in Human Resources, Business or Public Administration, or a closely related field, with a Master’s degree in Business or Public Administration preferred. Appropriate professional credentials (PHR or SPHR, CCP, etc.) are preferred but not required. The candidate must hold or be able to obtain a Class C Texas Operators License after appointment.

Professional experience in a comparable or larger organization is preferred, with emphasis on diverse and inclusive agencies. The ideal candidate will have management experience in a transit-related organization but that is not a requirement. Although the venue of the candidate’s experience will be considered, key criteria for selection will be a demonstrated track record of excellence in dealing with complex human capital and operational challenges, a customer service focus, and a collaborative approach.

COMPENSATION AND BENEFITS

This will be an at-will appointment with a starting salary in the mid to high $100,000 range, depending upon the background and qualifications of the successful candidate. DART has an exceptional benefits package, including medical, dental, life insurance, long and short-term disability, retirement programs, vacation, sick leave, and other highly competitive benefits. The working conditions are outstanding, and the locale in the Greater Dallas area is ideal. Relocation assistance will be negotiable with the successful candidate.

APPLICATION & SELECTION PROCESS

Qualified candidates please submit your resume online by visiting our website at https://waters-company.recruitmenthome.com. Interested applicants are strongly encouraged to apply by August 3, 2015. Following the first review date, applications will be screened against criteria provided in this brochure, and DART will consider offering interviews to selected candidates. Interviews in Dallas will be offered by DART to those candidates named as Finalists, with reference checks, background checks, and academic verifications conducted after receiving candidates’ permission. For more information, please contact:

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DART is an Equal Opportunity Employer and values diversity at all levels of its workforce!

Applicants selected as finalists for this position will be subject to background checks that include criminal history, credit and drivers license prior to interview. Because DART is a governmental entity, information from applications and resumes may be disclosed in response to open records requests.

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