

**HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY
REQUEST FOR LETTERS OF INTEREST**

EXECUTIVE DIRECTOR

The Regional Mobility Authority for Hidalgo County (the “RMA”) seeks an Executive Director to serve as its Chief Administrative Officer.

Background

The RMA was created through the joint efforts of Hidalgo County, Texas and the Texas Department of Transportation with the intended purposes of implementing regional mobility solutions for Hidalgo County. The Texas Transportation Commission approved its creation. The RMA Board of Directors is comprised of six members appointed by the Hidalgo County Commissioners Court and a chairperson appointed by the Governor.

The Hidalgo County Loop has been identified as the RMA’s initial project. An agent, Hidalgo County Road Builders, has been selected to assist the RMA with the development, design, construction, and, potentially, financing of this project. A Project Development Consultant, Everett Owen, P.E., has also been selected by RMA to provide expertise and coordinate efforts related to this project. The Executive Director will be expected to work closely with both of these parties, as well as the RMA’s legal and financial advisors.

Executive Director

The Executive Director will:

- plan, direct, manage, and review the activities and operations of the RMA;
- coordinate RMA services and activities among Texas Department of Transportation and all other necessary outside governmental or private agencies, including Hidalgo County;
- provide executive and administrative support to the RMA Board of Directors;
- review policies and personnel actions and assure compliance with legal requirements; and
- ensure that all work is conducted within budgetary constraints and according to RMA policy, legal provisions, and standards of quality.

The Executive Director will supervise managerial and clerical personnel (if any), and perform related work as required. The position reports directly to RMA Board of Directors.

Desired Knowledge, Skills and Ability for the RMA Executive Director:

- Working knowledge of bond financing, construction, and operation of tolled and non-tolled roads;
- Working knowledge of RMA policies, procedures, legislation, and various codes and laws affecting the implementation of RMA projects and programs;
- Knowledge of the principles and practices of regional transportation planning and

- knowledge of transit, rail, and air quality planning;
- Knowledge of the principles of transportation program development and management, including the relationship between Federal, State, and regional, and local transportation planning activities;
- Knowledge of the operations, services, and activities of a comprehensive management program;
- Knowledge of the principles and practices of budget preparation and administration;
- Knowledge of modern office practices and technology, the use of computers and peripheral equipment;
- Ability to work under considerable stress as a result of tight deadlines, balancing multiple projects, and performing duties under public and political scrutiny;
- Ability to provide effective leadership, supervision and motivation to evaluate the performance of subordinates;
- Ability to direct preparation of complex technical reports, financial reports, budgets, and correspondence;
- Ability to make sound, educated, independent decisions and use judgment and discretion in applying RMA policies, rules and regulations;
- Ability to read, analyze, understand and apply complex legal, financial and/or technical reports, policies, codes, etc.; and
- Ability to communicate effectively with RMA personnel, governmental officials, contractors, consultants and the general public.

Education, Certificates and/or Licenses:

- Bachelor's Degree from an accredited college or university, in public administration, business administration, city/regional/urban/transportation planning or related field.
- Master's Degree preferred.

Salary and Benefits:

- It is anticipated that the selected candidate will enter into a consulting contract with the RMA. Contract terms are negotiable and will reflect relevant experience.

Applicants should submit resume and cover letter to:

*RMA Executive Director Search
Lower Rio Grande Valley Development Council
Attention: Victor Morales
311 N. 15th Street
McAllen, Texas 78501-4705*

Interested parties should submit a Letter of Interest, including a current resume, by Noon, CST, on Thursday, October 08, 2009 to be considered.