



Canyon Highway District No. 4 Director Position

Supplementary Questions

In addition to the District's Employment Application, applicants for Canyon Highway District No. 4's Director shall include responses to the following questions. Limit the combined response to all questions to not more than four (4) pages.

Please provide a description of your experience performing the following:

1. Leading organizational strategic planning (i.e. funding, equipment, personnel, projects, policy, training, etc.) to achieve an organization's long-range mission and/or vision.
2. Preparing and managing long-term financial plans and annual budgets, including identifying and seeking funding sources.
3. Developing and reviewing personnel policies and procedures, and evaluating employee classification, compensation, and benefit plans.
4. Coordinating and developing cooperative working relationships with local, state, and federal agencies, community organization, or other entities.
5. Developing and implementing long-term plans for equipment, facilities, and material sources acquisition and/or replacement.
6. Planning and conducting public information programs, and communicating with groups and individuals in a range of situations.
7. Developing and managing programs for roadway maintenance or similar public works operations.
8. Developing and implementing a wide range of organizational policies related to highway district functions (i.e. purchasing, right-of-way management, safety, winter maintenance, project development, external communications, etc.)