



# IT DIRECTOR

City of Richland, Washington

Recruitment Services Provided By





## The Opportunity

The City of Richland, Washington is seeking an innovative, strategic, and visionary Information Technology leader to serve as the City's first ever Information Technology Director to guide its next era of digital transformation. This is a rare opportunity for a forward-thinking IT leader to shape the technology landscape of a dynamic community known for its cutting-edge energy research, exceptional quality of life, and strong commitment to public service. The successful candidate will guide a talented team, modernize systems that support essential City operations, and drive initiatives that improve services for the community – making a meaningful impact on the future of Richland.

# About Richland

Richland is located at the confluence of the Columbia and Yakima Rivers in southeastern Washington in the heart of the Pacific Northwest. Richland and its sister cities of Kennewick, Pasco, and West Richland make up the Tri-Cities MSA with a population of 322,000. Richland is the third largest city in the region with a population of approximately 64,200 residents.

Originally incorporated as a small farming community in the Mid-Columbia Valley, Richland's foundation was built on technology and science. The current environment remains focused on energy production, advanced research, environmental remediation, and modern technology. Richland is home to the Pacific Northwest National Laboratory (PNNL), a private sector research leader serving a wide range of government clients with an annual budget of over \$1 billion. Richland also boasts the newly created Northwest Advanced Clean Energy Park that encompasses over 1,300 acres of land specifically master planned and zoned for large industrial users that perform innovative work in the clean energy field.

The Tri-Cities are the center of the \$2.6 billion Washington wine industry. When visiting Richland and the surrounding Columbia Valley, you will discover the heart of the Washington wine country with over 160 area wineries. The wine industry and agriculture in general play a key role in the region's economy and culture.

The region has an average of 300 days of sunshine per year. Three major rivers, the Columbia, Snake, and Yakima Rivers, dominate the geography of the region. The rivers provide the Tri-Cities with abundant water for irrigation and energy, barge transportation, and are a coveted recreational resource. Richland has over 2,350 acres of parkland; 58 parks, one 5-acre dog park, and 11 trails covering 26 miles, consisting of biking, running, walking, horseback riding, and dog walking paths. Within the greater Tri-Cities area there are over 335 restaurants, 200 wineries, 14 breweries, 3 distilleries, and numerous food trucks. The region hosts 24 museums and art galleries, 6 community and performing arts theaters, 10 golf courses, 5 disc golf courses, and 2 professional sports teams.

The city and its citizens are proud of the community's excellent quality of life, which includes educational opportunities, outstanding health care providers and facilities, cultural and recreational amenities, and municipal services that consistently score very high in community surveys. In addition, Richland receives wide recognition for the beauty of its integrated parks, river-shore, commerce centers, living spaces, and economic opportunities, making it a desirable place to live, work and play.





## City Government

Richland operates under a Council-Manager form of government. The City Council is comprised of seven members elected at-large. The Council selects one of its members to serve as Mayor and another to serve as Mayor Pro-Tem every two years. Jon Amundson, ICMA-CM, was appointed as the City Manager in 2021 by the City Council after serving as the Assistant City Manager since 2008. The Deputy and Assistant City Managers and the department heads are responsible for the City's day-to-day services and programs within the divisions they supervise.

Richland has 593 FTE's and a total annual budget of \$332.2 million, with \$82.7 million in the general fund. As a full-service city, Richland is made up of 11 departments, including, City Manager's Office, Police, Fire and Emergency Services, Human Resources, City Attorney's Office, Development Services, Energy Services, Parks and Public Facilities, Public Works, Finance, and Administrative Services. Richland is also the operating agency for the Southeast Communication Center (SECOMM), the 911 center for Benton and Franklin Counties.

# City Of Richland Mission, Vision & Values

## **Vision Statement:**

- Richland, a dynamic city built on a foundation of leading technology, extensive natural resources, diverse recreational amenities, and a supportive business climate. The City is safe, vibrant, and family-friendly. The Community you'll want to call "home."

## **Mission Statement:**

- The City of Richland is responsible for furnishing cost-effective services and well-maintained facilities, safeguarding the public and property, enhancing the community's favorable quality of life, protecting Richland's natural environment, and sustaining a health, growing economy.

## **Core Values:**

- Teamwork: We will work together, demonstrating collaboration through mutual reliability, openness, and flexibility to accomplish our goals.
- Integrity: We will demonstrate an uncompromising allegiance to the core values of honesty, respect for others, loyalty, consistency, accountability, and sincerity.
- Excellence: We will deliver a superior level of commitment, responsiveness, performance, and provision of services to all, with the attitude that everything is worth our best effort.





## The Department

The Information Technology Department, formerly a division under Administrative Services, is a newly established department within the City of Richland, transitioning to strengthen enterprise-wide technology strategy, service delivery, and innovation. The selected IT Director will play a pivotal leadership role in shaping the department's vision, building organizational capacity, and delivering high-quality, responsive technology services that support City operations and enhance service to the community. The department is comprised of 18 full-time professionals and is structured to support both day-to-day operations and long-term strategic initiatives.

The IT Director will provide executive-level leadership and oversight, with one direct report, the IT Manager, who assists in leading and coordinating the team's work. The Director will be responsible for guiding technology governance, cybersecurity, infrastructure, applications, and customer service functions across the organization. This position oversees an annual operating and capital budget exceeding \$7.5 million and serves as a key advisor to executive leadership on technology investments, risk management, digital transformation, and alignment with City goals. As a member of the City's senior leadership team, the IT Director will collaborate closely with the department directors and regional partners to modernize systems, improve efficiency, and ensure technology solutions are reliable, secure, and scalable.

This is a unique opportunity to lead a growing department from the ground up, establish best practices, and make a lasting impact on how technology supports a dynamic and service-oriented municipal organization.

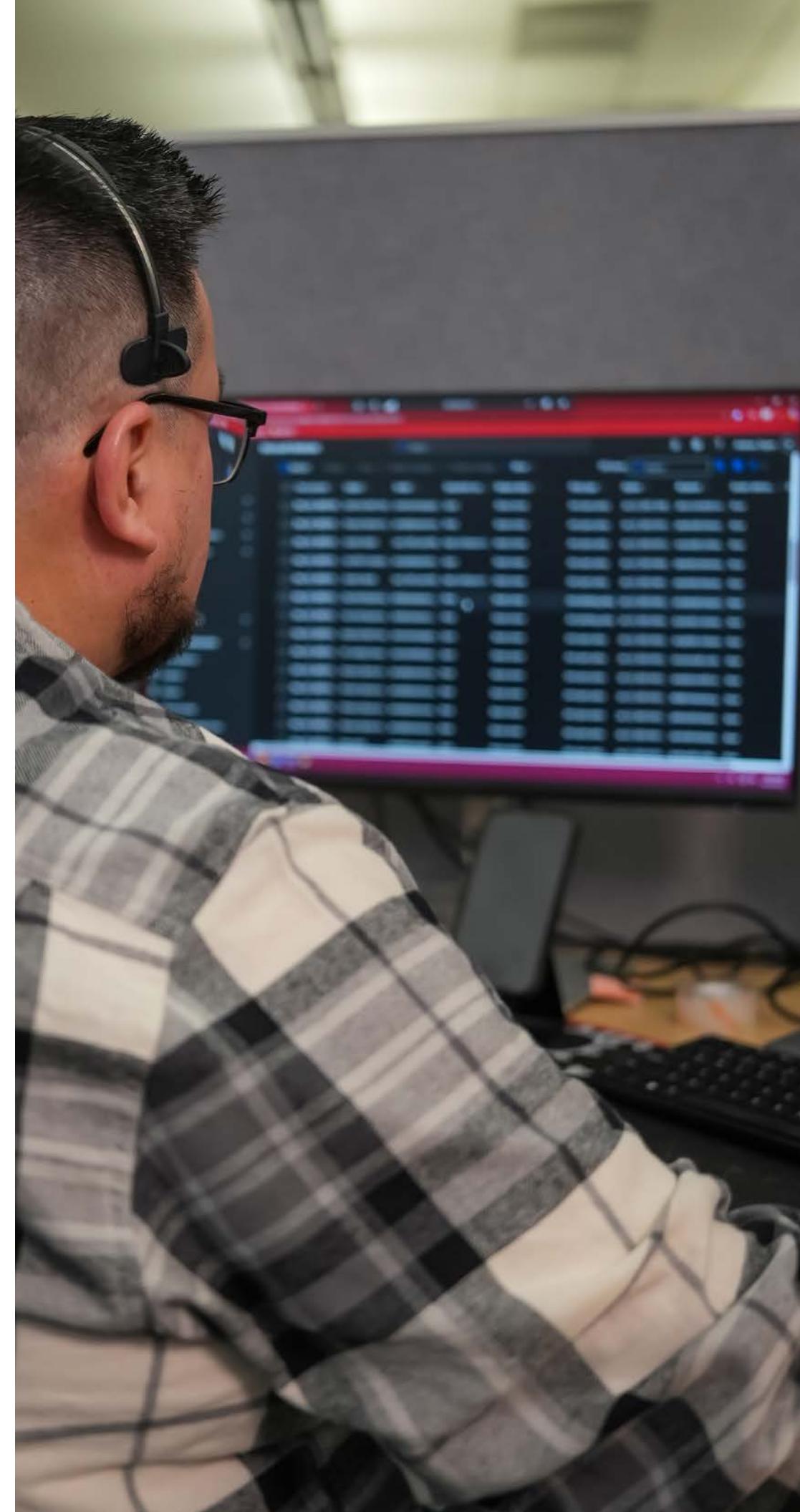
**\$ 7.5M**  
Operating Budget

**18FTE**  
Employees

# The Position

Under the direction of the Assistant City Manager, the Information Technology Director (IT Director) performs complex work planning, organizing, and directing the activities, operations, and personnel of the Information Technology Department. Essential job functions for this position include:

- Ensuring the operation of the Information Technology (IT) Department is streamlined and aligned with the business objectives of the City, including the deployment, monitoring, maintenance, development, upgrade, and support of all IT systems.
- Strategizing, planning, coordinating, directing, and designing information technology-related activities of the City, as well as providing administrative direction and support for daily operational activities and strategic planning of the IT Department, including fostering innovation, planning projects, and organizing the allocation of resources.
- Facilitating, leading and/or participating in meetings and committees; representing the department and City at meetings and conferences; and serving as a liaison between the Executive Leadership Team (ELT) and staff pertaining to the activities of the IT Department.
- Coordinating departmental activities with other City departments, demonstrating and ensuring organizational teamwork; and prioritizing, controlling, and evaluating department programs and projects for process improvement and efficiency.
- Supervising, motivating, and providing direction and guidance to assigned staff; evaluating and reviewing work performance for acceptability and conformance with department standards, goals and/or City competencies; working with employees to correct deficiencies; planning, coordinating, and arranging for appropriate training of subordinate staff; documenting corrective action and applying City policy, as needed; participating in the interview and selection process of new employees; and recommending merit increases, reassignment and promotions according to established guidelines.
- Preparing the department's annual budget; controlling and monitoring expenses within budget; and ensuring fiscal responsibility, cost consciousness, and compliance with City fiscal policies.
- Acting as the City's Chief Information Security Officer; assessing and mitigating risks related to IT information, projects and operations, ensuring compliance with data protection, privacy, and cybersecurity regulations and best practices.



# Challenges & Opportunities

The next IT Director for the City of Richland will have the opportunity to lead an organization which is comprised of highly committed, skilled staff. The Director will additionally embrace the following challenges and opportunities for success:

- Cybersecurity is of the utmost importance to the City and the IT Director will have the opportunity to assess current strategies and make recommendations regarding strategic changes in that regard.
- An opportunity exists to better integrate existing City software systems.
- The City of Richland has an "IT Governance" policy that the next Director will be challenged to integrate more fully into City operations.
- Richland is seeking an IT Director who can assist in implementing a Work Order/Asset Management system to ensure efficiency.
- The next IT Director in Richland will have the opportunity to lead a talented team of professionals, and the leadership focus should be on developing, mentoring, and training staff to maximize the team's effectiveness.





## Ideal Candidate

The ideal candidate for the IT Director in the City of Richland will possess certain traits and experiences that will likely lead to success:

- IT leadership experience in a municipal organization is desired, but not completely essential to be successful in this role.
- Effective verbal and written communication skills.
- A holistic and collaborative approach toward relationships is necessary for success in this role.
- Demonstrated experience in technology enhancements and fostering innovation that improves municipal service delivery is desirable.
- A commitment to succession planning by mentoring, developing, counseling, and recognizing future leaders within the department and a willingness to engage in difficult conversations both internally in the IT Department and in working with other City departments is a desired characteristic.
- The ability to work collaboratively with City leadership, external partners, and allied agencies.
- High energy with the skill to compel others toward a shared vision.
- An understanding of the multiple systems in place in Richland will be essential for the next Director.

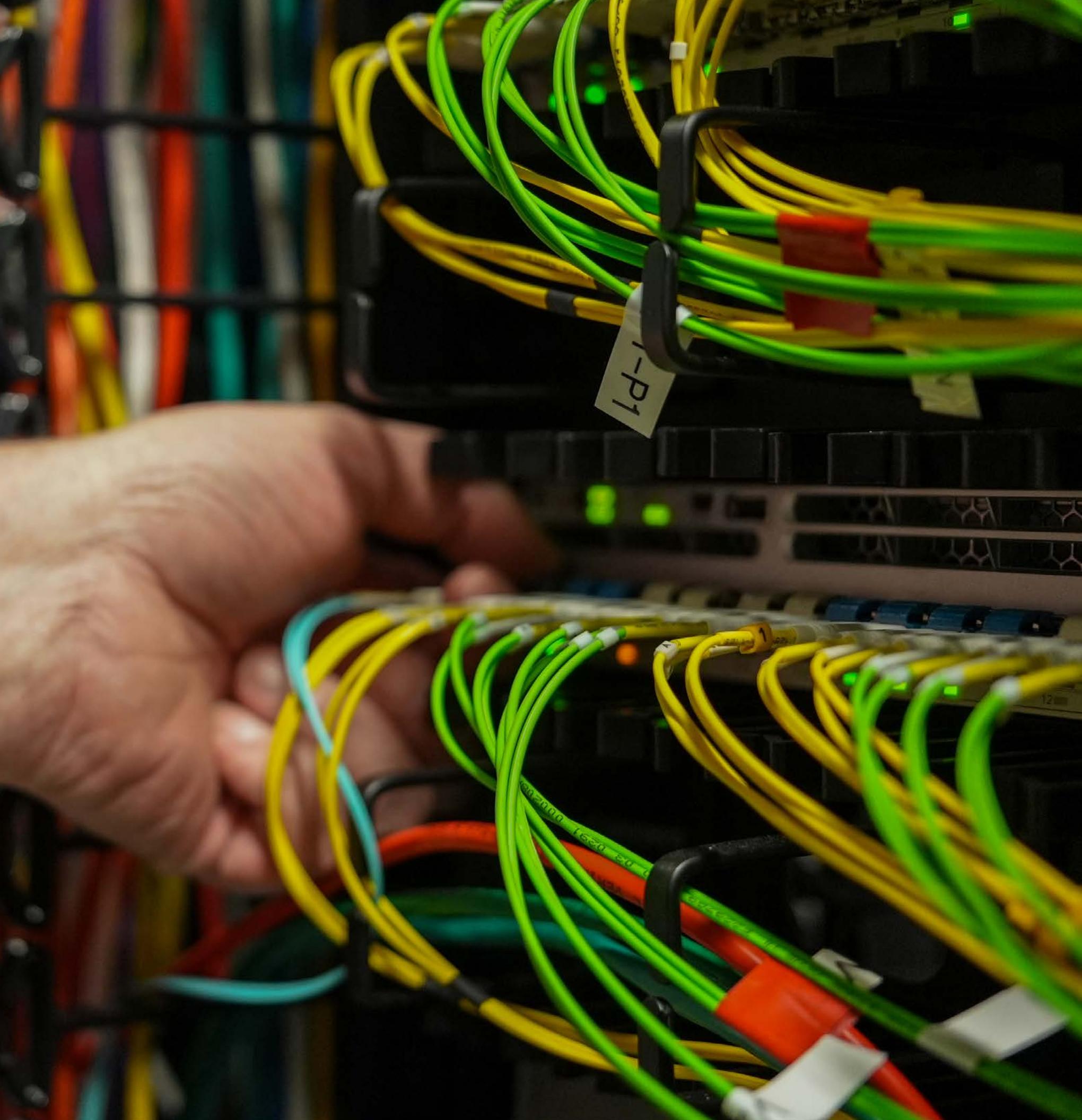
# Qualifications

Any combination of related education, experience, certifications, and licenses that will result in a candidate successfully performing the essential functions of the job is qualifying. The most qualified candidates will possess the following:

**Education:** A Bachelor's degree with coursework in information technology, computer science, public administration, business, or related field.

**Experience:** Six (6) or more years of experience in information technology administration, including five (5) years of experience in a senior management capacity, or equivalent combination of education and experience.

**Certifications:** Obtain a Chief Information Security Officer (CCISO) certification within two (2) years of hire and maintain it throughout employment with the City.





## Salary & Benefits

The anticipated hiring range for the IT Director is **\$155,188 to \$186,243**, with placement in the range dependent on qualifications. The city offers an outstanding benefits package which includes the following benefits:

- Excellent open access (preferred provider) medical plan with substantial City-paid contribution
- City-paid dental and vision plans
- City-paid Life and Accidental Death & Dismemberment Insurance at 2x the employee's annual salary
- City-paid Long-Term Disability Insurance
- Participation in the State of Washington's Retirement Plan (PERS)
- Paid Time Off (PTO) with accrual rates based on years of service
- 10 paid holidays
- 4% City-match deferred compensation into a 457 or 401(a) plan and an additional City non-matching contribution of 4% into a 401(a) plan for executive level positions
- Extended Sick Leave (ESL)
- Flexible Benefits Plan for medical and dependent care
- City-paid and Employee-paid retirement Health Savings Plan
- \$400 monthly auto allowance

# Application & Selection Process

To be considered for this position, interested candidates must submit a cover letter and résumé no later than **Monday, February 9, 2026**, at:

[www.mosaicpublic.com/careers](http://www.mosaicpublic.com/careers)

## CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Bryan Noblett | [bryan@mosaicpublic.com](mailto:bryan@mosaicpublic.com) | (916)-217-3696

## IMPORTANT DATES:

|   |                           |
|---|---------------------------|
| First review of applications:                   | February 9, 2026          |
| Candidates selected for interviews:             | Week of February 16, 2026 |
| In-person interviews and associated activities: | Week of March 9, 2026     |
| Estimated start date for new Director:          | Mid to late April, 2026   |

*The City of Richland is an Equal Opportunity Employer.*

Recruitment Services Provided By



[www.mosaicpublic.com](http://www.mosaicpublic.com)

