



**Snohomish County Council**  
**Legislative Analyst**  
**Public Works & Transportation**

**Snohomish County:**

Located on Puget Sound in western Washington State, Snohomish County is a diverse and exceptionally scenic region that covers more than 2,000 square miles. In addition to urban residential cities, the county includes large forests, agricultural lands and rural environments. From saltwater beaches to 10,000 foot mountain peaks in the Cascade Range, residents and visitors enjoy easy access to a wide range of recreational, cultural and educational opportunities.

The total population of Snohomish County was estimated to be 717,000 in 2011. Approximately 42 percent of county residents reside in unincorporated areas, with 58 percent residing within the borders of incorporated cities and towns. The population in Snohomish County increased by 3,665 (0.5%) between 2010 and 2011. This is considerably less than the annual average population growth of 9,840 (1.5%) during the ten-year period from 2001 – 2011.

A strong employment base led by Boeing (39,000 jobs) and Naval Station Everett (6,100 jobs) contributes to the economic strength of the county, as does housing prices that are considered affordable compared to other areas of the region.

**County Government:**

Snohomish County operates as a charter county with a five-member County Council and a separately elected County Executive. Other elected officials include the Sheriff, Assessor, Auditor, Treasurer and Clerk. Elected officials are limited to three consecutive four-year terms of office.

The county budget for 2014 is \$698 million, which includes a General Fund budget of \$225 million. More than 2,720 FTEs are employed in the various departments throughout the county.

**County Council:**

The Council consists of five members who are elected by district on a partisan basis. Each January the members select a chair and vice-chair for the year. The council is staffed by 18 employees including one legislative aide per district, the chief of staff, six legislative analysts, a public records/public information officer and six clerk and administrative positions.

Legislative matters are handled through five subject matter committees: Finance & Economic Development, Law, Justice & Human Services, Planning & Community Development, Public Works, and Operations. Matters spanning multiple subject areas may be handled through the Committee of the Whole.

**Legislative Analyst Position:**

The legislative analyst is a salaried, at-will, overtime exempt classification. The position conducts qualitative and quantitative analyses of policy issues, assists with the development and implementation of council-directed initiatives, and participates in the analysis of departmental budgets submitted by the County Executive to the Council for adoption. Analysts evaluate policy and fiscal impacts, as well as the consequences and risks associated with legislative proposals, and present their analyses to the Council through written reports and orally at public meetings.

The Council currently has an opening for an analyst to staff the Public Works Committee. However, committee assignments may be changed as needed to meet the needs of the Council. The Public Works Committee is responsible for issues related to roads and transportation, solid waste, surface water management and fleet. Legislative analysts work closely with their respective committee chair, as well as the other councilmembers to understand their individual and collective priorities on issues. Analysts are expected to conduct thorough analyses of programs, policies and legislative actions that are proposed by the Executive to the Council for adoption, to identify the legislative intent and to ensure compliance with legislative mandate and existing policies. Analysts are also responsible for researching and drafting legislation that is responsive to Council policy initiatives.

**Candidate Profile:**

The successful candidate for this position is an experienced professional with a proven track record of dealing effectively with a broad range of public sector issues. The position requires a working knowledge of the legislative process, and preference may be given to candidates with experience that demonstrates a working knowledge of federal, state and local transportation programs and mandates in the Puget Sound region.

In addition to subject matter expertise, the position of legislative analyst requires professional knowledge of budget and financial analysis. Candidates must be able to synthesize large volumes of complex material and present it in a fashion that may be easily understood by both decision makers and the general public. Excellent verbal and written communication skills are an essential requirement for the position.

The position typically requires a Masters Degree in public administration, political science, business or economics. A minimum of three years of policy experience in a legislative setting is required, and preference may be given to candidates with a higher level of experience. There are two levels of analysts: Legislative Analyst and Senior Legislative Analyst. Appointment to the higher category is at the sole discretion of the Council based on qualifications and experience.

**Compensation and Benefits:**

Snohomish County provides an exceptional package of benefits to exempt employees that includes:

- Medical and dental insurance for employees and their families
- Life insurance
- Deferred compensation match
- 12 paid holidays
- 25 days of management leave during the first year of service increasing to 40 days annually after three years of service.

- The salary range for the Legislative Analyst is \$74,762 - \$105,643; the range for the Senior Legislative Analyst is \$90,820 - \$128,339. Appointment within the range is based on experience and qualifications.

**Application and Selection Process:**

Qualified individuals should submit a letter of interest, unbound resume, salary history, five job-related references and a completed Snohomish County application form (available at [www.snoco.org](http://www.snoco.org)) to:

Marcia Isenberg, Chief of Staff  
Snohomish County Council  
3000 Rockefeller, M/S 609  
Everett, WA 98201  
425.388.3494

The closing date for the position is October 17, 2014. Resumes will be screened based on the criteria outlined in this announcement. Candidates may be requested to complete a written exercise. The most highly qualified individuals will be invited to an interview with the Council which is tentatively planned for early December in Everett, Washington.