



EXECUTIVE POSITION OPPORTUNITY

Director of Capital Programs

An executive opportunity to lead capital planning, project delivery, and transit infrastructure readiness for Marin County.

Capital Programs | Transit | Project Delivery | Electrification



ABOUT THE DISTRICT

Mobility, access, and public stewardship

Formed by a vote of Marin County residents in 1964, Marin County Transit District, known as Marin Transit, is the public agency responsible for funding, planning, and managing local public transit services throughout Marin County. Marin Transit supports mobility for diverse service areas that includes urban corridors, rural communities, schools, and visitor destinations serving a diverse community of visitors and residents who depend on transit for daily access. As a lean, community-serving agency, Marin Transit staff lead planning, capital investments, financial management, and operations oversight, while working closely with contracted operators and regional, local, and community partners. For more information, visit www.marintransit.gov.

About Marin County: Located just across the Golden Gate Bridge from San Francisco, Marin County is a dynamic, economically, and culturally diverse community of 260,000 informed and involved residents. Marin County is marked by beautiful beaches, groves of redwoods and oaks, rolling foothills, and scenic valleys. Marin County is known for its combination of rural and suburban lifestyles and is a recreation destination for the entire Bay Area with more than 140,000 acres of federal, state and county parkland, county open space and water district lands. The mild year-round climate is highlighted by cool, coastal fog tempering the warm inland temperatures of summer.

MARIN TRANSIT AT A GLANCE

- Approximately **3.4 million** passenger trips annually
- More than **210,000** revenue hours of service
- Fleet of **over 110** buses
- **\$17 million** FY 2026/27 capital budget

ZERO-EMISSION BUS FACILITY TIMELINE



01 A diverse service portfolio

Local fixed route service, rural service, supplemental school transportation, the Muir Woods Shuttle, paratransit, and mobility programs all operate within one countywide transit agency.

02 A partnership-based operating model

Marin Transit delivers service through contracted operators and works closely with regional agencies, local jurisdictions, community organizations, funding partners, and oversight bodies.

03 A visible capital delivery agenda

The District's capital program is connecting fleet transition, accessibility, passenger experience, and operational reliability, including a zero-emission bus facility, maintenance facility redevelopment, ADA bus stop upgrades, and transit-priority corridor improvements.

GOVERNANCE

Marin Transit is governed by an eight-member policy board representing Marin County supervisorial districts and city interests, with public meetings and local accountability built into the District's decision-making structure.

ABOUT THE ROLE

Leading the capital programs to shape Marin Transit's next generation of infrastructure and service

The Director of Capital Programs serves as Marin Transit's executive-level leader for capital program planning and delivery, responsible for directing the District's capital program, multi-year capital plan, annual capital budget, and major infrastructure and readiness initiatives.

This position oversees capital project delivery from scoping and planning through design, permitting, construction / implementation, closeout, and operational handoff. Responsibilities include project planning and scheduling, contractor management, budget oversight, procurement support, funding and grant compliance, project controls, Board reporting, and cross-functional coordination.

Under administrative direction of the General Manager, the Director of Capital Programs serves as a key member of the Executive Team, contributing to District-wide strategic planning, organizational development, and executive decision-making.



KEY AREAS OF RESPONSIBILITY

01 Capital Program Planning & Budget Strategy

Lead development and oversight of the District's multi-year capital plan and annual capital budget. Establish capital priorities, schedules, and reporting practices; lead capital asset management and lifecycle planning; support funding strategy, cash-flow planning, financial impact analysis, and decision-ready materials for the General Manager, Executive Team, and Board.

02 Project Delivery & Readiness

Oversee capital projects and readiness initiatives, including planning, scheduling, budget and cash-flow management, consultant and contractor coordination, project controls, and operational handoff.

03 Contracts & Compliance

Support complex capital procurements by developing technical scopes, requirements, evaluation criteria, and budget inputs. Provide oversight of consultants, contractors, vendors, contract administration, change orders, issue resolution, grant eligibility, funding compliance, and project documentation.

04 Team Leadership & Stakeholder Coordination

Supervise, mentor, and develop assigned staff. Coordinate across Operations, Planning, Finance, procurement, jurisdictions, contractors, and stakeholder agencies; prepare Board reports and presentations; and represent the District in external meetings.

ABOUT THE ROLE

THE IDEAL CANDIDATE

A seasoned public-sector capital programs leader with experience in transit, transportation, public works, facilities, or another public agency environment with complex, grant-funded capital projects. The ideal candidate will bring strong technical expertise in capital planning, project delivery, budgeting, scheduling, procurement, contract administration, contractor oversight, construction/implementation, compliance, project controls, and Board-level reporting, along with the ability to serve as a trusted advisor to the General Manager, Executive Team, and Board of Directors.

The ideal candidate is more than a high-level capital program strategist. They own the capital function at both a leadership level and a practical operating level. Candidates from larger agencies should be able to demonstrate that they have personally managed, delivered, or deeply understood capital projects, not only overseen them through staff. They must demonstrate meaningful experience managing public-sector capital projects involving funding requirements, grant eligibility, procurement compliance, consultant and contractor coordination, project documentation, and operational handoff. Experience with transit capital programs, zero-emission fleet or facility readiness, public right-of-way coordination, permitting, construction oversight, or fleet/facility improvements would be especially valuable.

The successful candidate will be a practical and collaborative leader who can support and develop assigned staff, partner effectively across Operations, Planning, Finance, Procurement, jurisdictions, contractors, and stakeholder agencies, represent the District in public, interagency, and governance forums, and communicate complex project, budget, schedule, and risk information clearly to a variety of audiences.

This is an excellent opportunity for a steady, solutions-oriented capital programs professional who wants to make a meaningful impact in an evolving public transit organization and who can balance strategic judgment with practical execution, field awareness, and disciplined project delivery.

MINIMUM QUALIFICATIONS

Any combination of education and experience that provides the required knowledge and skills is qualifying. Typical qualifications include:

- Bachelor's degree in engineering, construction management, architecture, transportation planning, public administration, or a related field.
- At least seven (7) years of progressively responsible experience in capital program, project management, public works/transit capital delivery, contract administration, or a related field.
- At least two (2) years of supervisory or lead responsibility.
- Additional qualifying experience may substitute for education on a year-for-year basis, consistent with District Policy.



ABOUT THE ROLE

COMPENSATION AND BENEFITS PACKAGE

Salary Range **\$176,265 – \$237,946**

Compensation within the range to be determined based on experience, qualifications, and internal equity.

A Comprehensive Benefits Package

- **01 Health & Insurances**
 - Paid premiums for employees' medical insurance and 95% of base HMO premium for families.
 - Employer paid dental and vision insurance.
 - Optional flexible spending account.
 - Employer paid life insurance and long-term disability insurance.
- **02 Retirement Benefits**
 - Employer contribution of 10%-15% of salary to 401(a) retirement account, based on years of service.
 - Participates in Social Security.
 - Deferred compensation plan.
- **03 Paid Time Off & Other Benefits**
 - 80 to 160 hours of vacation accrual per year, based on years of service.
 - 16 ½ days of other paid time off, including Holidays and management leave.
 - Employer paid Employee Assistance Program (EAP).
 - Transit benefits.

APPLICATION PROCESS

This position is open until it is filled and may close without notice. Interested candidates should **apply immediately. To be considered, please submit a resume and cover letter to:**

APPLY HERE:
www.TheHive.Consulting/Careers

Priority Resume review by July 30, 2026.

For additional information, please contact the recruiter for this role at:

Rafael Silva
(619) 505 - 9305
recruiting@thehive.consulting
<https://www.TheHive.Consulting>

Marin County Transit District is an Equal Opportunity Employer and does not discriminate on the basis of any legally protected status. The District will provide reasonable accommodation as required by law.