



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501
PO Box 41476, Olympia, WA 98504-1476

The state Department of Enterprise Services is seeking an experienced Urban Planner to serve on the Capitol Campus Design Advisory Committee (CCDAC). This is a volunteer position, which is appointed by the Director of the Department of Enterprise Services, for a term of three years.

Candidates must be familiar with community or master campus planning, comprehensive land use and environmental planning, and architectural and engineering design and construction. Familiarity preparing and working with state, regional and city planning processes is preferred.

The successful candidate will be expected to attend regularly-scheduled committee meetings, which are held quarterly for two to three hours in Olympia, WA. These meetings are typically held during normal business hours. CCDAC members may also be called upon to attend special meetings, committee workshops, and meetings held by the State Capitol Committee, throughout the year.

DES does provide for customary reimbursements or an allowance for expenses for committee participation at regularly-scheduled and special meetings in accordance with state law and established financial practices.

COMMITTEE DESCRIPTION:

The CCDAC is an advisory group to the State Capitol Committee and the Director of the Department of Enterprise Services. This position fulfills an important stewardship role in contributing to the attainment of architectural, aesthetic, functional, and environmental excellence by reviewing and making recommendations on state facility programs, planning, designs, and landscaping located on the State Capitol Campus and in neighboring communities.

For more information about CCDAC, please [visit the CCDAC webpage](#). In addition, the following links provide reference to applicable state law and define the role of CCDAC:

[RCW 43.34.080 Capitol Campus Design Advisory Committee Created & Role](#)
[Capitol Campus Design Advisory Committee Handbook](#)

APPLICATION PROCESS:

To be considered for the position, please submit a letter of interest and a professional resume that describes:

- The experience you will bring to the Committee that contributes to excellence in the planning, design and preservation of facilities at the State Capitol and neighboring communities.
- How you meet the qualifications or desired experience for a:

Volunteer Urban Planner:

- To be considered for this position you must be a registered Urban Planner, certified by the [American Institute of Certified Planners](#).
- The most successful applicants will have at least five years of urban planning experience, including two years in a supervisory capacity.
- Address your letter of interest to William J. Frare, PE, Assistant Director, Facility Professional Services Division, Department of Enterprise Services, PO Box 41476, Olympia, WA 98504-1476.

Please e-mail your letter of interest and resume to Shari Bartell at shari.bartell@des.wa.gov. If you have any questions, you can contact her directly at (360) 407-9248.

If you know of anyone else who would be interested in this volunteer position on the Capitol Campus Design Advisory Committee, please do not hesitate to forward this document.