



Executive Director, Parking and Transportation

Leadership Profile

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Organization Overview



Duke University is a private, comprehensive research university headquartered in Durham, North Carolina, and is consistently ranked among the world's leading institutions for research excellence, professional education, and interdisciplinary scholarship. Founded in 1838 and renamed Duke University in 1924, the institution celebrated its centennial in 2024 and has since entered its second century with a renewed emphasis on impact, innovation, and global engagement.

Duke is a member of the Association of American Universities (AAU) and maintains a strong reputation across:

- Biomedical and health sciences
- Engineering and applied sciences
- Public policy and environmental leadership
- Law, business, and professional education
- Arts, humanities, and social sciences

The university enrolls undergraduate, graduate, and professional students across 10 schools and colleges, supported by a research enterprise spanning campus-based institutes, national laboratories, and international partnerships.

Academic Enterprise

Duke's academic structure includes:

- Trinity College of Arts & Sciences
- Pratt School of Engineering
- Fuqua School of Business
- School of Law
- School of Medicine
- School of Nursing
- Divinity School
- Nicholas School of the Environment
- Sanford School of Public Policy
- The Graduate School

Health Enterprise

Duke is also the academic anchor for Duke Health, a leading academic health system, and Duke Kunshan University, a joint venture liberal arts and research university in Kunshan, China, reflecting Duke's longstanding commitment to global education and research collaboration.

Duke University Hospital (located on Duke's main campus)

Duke University Hospital is consistently ranked among the best in the United States and is known around the world for its outstanding care and groundbreaking research. With more than 11,000 employees, Duke University Hospital is both a research hospital where medical advances are developed and implemented, and a teaching hospital for students of medicine, nursing, and related health sciences.

At its main Durham campus, Duke University Hospital has 1,106 licensed inpatient beds and offers comprehensive diagnostic and therapeutic facilities, including a regional emergency/trauma center; a major surgery suite containing 51 operating rooms; an endosurgery center; a separate hospital outpatient surgical department with nine operating rooms, an extensive diagnostic and interventional radiology area and an eye center with five additional operating rooms.

Governance & Leadership Model

Duke operates under the fiduciary oversight of a Board of Trustees, with executive authority vested in the President. The institution follows a shared governance model, balancing faculty leadership in academic matters with centralized executive oversight of strategy, operations, and resources.

Executive Leadership

President

Vincent E. Price, PhD

10th President of Duke University (appointed 2017; reappointed to a third term beginning July 1, 2027)

President Price is a nationally recognized scholar of public opinion and political communication. Since assuming the presidency, he has guided Duke through:

- The COVID-19 pandemic and institutional recovery
- Duke's centennial and transition into its second century
- The launch of a university-wide **Strategic Vision** and the **Made for This** comprehensive fundraising campaign
- Significant investments in science and technology, climate action, arts and culture, and student access and affordability

His leadership agenda centers on five core priorities: empowering people, transforming education, strengthening community, forging partnerships, and engaging Duke's global network.

Provost

Alec Gallimore, PhD

Chief Academic Officer

The Provost oversees Duke's full academic enterprise, including faculty affairs, schools and colleges, admissions and financial aid, libraries, and academic planning. Dr. Gallimore joined Duke from the University of Michigan, where he served as Dean of Engineering, and brought deep expertise in interdisciplinary research and innovation.

Executive Vice President, Duke University

Daniel Ennis

The Executive Vice President partners closely with the President and Provost, overseeing major administrative and operational functions and ensuring alignment between academic priorities and institutional resources.

Executive Vice President and Chief Operating Officer, Duke University Health System

Thomas Owens

Dr. Owens serves as the principal senior leader overseeing health system operations, working with enterprise leaders across Duke Health to deliver outstanding clinical outcomes and remarkable patient experience across Duke's network.

Administrative & Operational Leadership

Duke's administrative leadership supports a complex residential campus, a global research footprint, and a multibillion-dollar enterprise. Key roles include:

- Rachel L. Satterfield – Vice President for Finance & Treasurer
- Tracy Futhey – Vice President for Information Technology & CIO
- Tom Morrison – Vice President Facilities
- Antwan Lofton – Vice President of Human Resources & CHRO
- Kim Taylor – Vice President & General Counsel
- Nina E. King – Vice President & Director of Athletics
- Gregory Pauley – President, Duke University Hospital and Acute Care Services
- Toddi Steelman - Vice President and Vice Provost for Climate and Sustainability
- Stelfanie Williams – Vice President for Community Affairs
- Deborah Rutter – Vice Provost for the Arts
- Robin Thomas – Chief Facilities, Engineering & Operations Officer, Medical Center & Duke Health
- Mary Martin - Chief Operating Officer for Duke University Hospital
- Joanna Lowery - Vice President of Support Services for Duke Health
- Mary Pat McMahon - Vice Provost/Vice President of Student Affairs

Campus & Business Services Leadership

John Clements

Associate Vice President for Campus and Business Services

John Clements leads a broad portfolio of campus-wide operational and business functions essential to Duke's academic, research, and residential missions. His responsibilities encompass service delivery, infrastructure support, and operational excellence across a complex university environment, working in close partnership with academic and administrative leadership to ensure a high-quality campus experience for students, faculty, staff, and visitors.

Strategic Direction & Institutional Priorities

Duke's current strategy emphasizes:

- Interdisciplinary science and technology initiatives
- Research translation and commercialization
- Climate leadership and sustainability
- Access, affordability, and student success
- Global engagement and regional partnerships in Durham and the Research Triangle

These priorities are designed to position Duke for continued leadership among global research universities while maintaining its commitment to service, community impact, and academic excellence.

Position Summary

Reporting Relationships

Reporting to the Associate Vice President, Campus and Business Services, direct reports include Senior Manager Parking Operations and Events, Senior Manager Transit and Fleet Maintenance, Manager Customer Engagement, Manager Parking Technology, and Finance Manager.

Responsibilities

The successful Executive Director, Parking and Transportation candidate will:

- Provide strategic, financial, and operational leadership for Duke University's Parking & Transportation Services.

The department maintains and operates over 27,000 parking spaces, including 8 parking garages and approximately 100 surface lots. Approximately 4,600 spaces are designated for patients and visitors, supporting over one million annual garage visits. Parking & Transportation also sells and manages more than 28,000 annual parking permits, plus an additional 5,000+ nights, evening, and weekend-only permits.

- Oversee campus and health system parking facilities, transit systems, fleet operations, and major event parking, supporting the daily mobility needs of students, faculty, staff, patients, visitors, and guests across Duke University and Duke Health, while working towards Duke's Climate Commitment. The Executive Director partners closely with Campus Facilities Management and the Office of Climate and Sustainability to align the mobility strategy with campus planning, land use, carbon-reduction goals, and greenhouse gas emissions reporting.
- Lead a complex, enterprise-scale operation with an annual budget of approximately \$35 million and responsibility for approximately 100 full-time equivalent (FTE) employees. In addition, the Executive Director oversees parking and transportation operations for all major athletic and special events, including home football games, men's and women's basketball games, Duke Arts, and commencement.

Knowledge (Functional / Technical Expertise)

- Parking and transportation systems in a large, complex campus or health system environment.
- Parking operations, including permit administration, pricing models, allocation, enforcement coordination, and communications.
- Transit operations, including municipal-level bus services and ADA compliance.

- Fleet management principles, including lifecycle planning and maintenance.
- Capital planning for parking garages, surface lots, transit assets, and fleet infrastructure.
- Revenue generation strategies related to permits, visitor parking, and event operations.
- Budgeting, financial stewardship, and capital financing.
- Sustainability practices, including fleet electrification, charging infrastructure, and alternative transportation.
- State and federal regulatory requirements governing transit and transportation services.
- Event transportation planning and traffic management for large-scale, high-volume events.

Work Experience (Scope, Scale, and Operational Responsibility)

- Executive oversight of Parking & Transportation Services aligned with institutional mission, strategy, and growth.
- Management of a \$35M annual operating and capital budget.
- Oversight of operations and maintenance for 8 parking garages and ~100 surface lots (27,000+ spaces).
- Direct administration of 28,000+ annual permits and 5,000+ evening/weekend permits.
- Responsibility for 4,600+ patient and visitor parking spaces supporting clinical operations.
- Oversight of 7 campus bus routes delivering reliable, customer-focused transit service.
- Lifecycle management of a fleet, including:
 - 28 buses (including 10 electric vehicles)
 - 18 vans supporting campus and health system operations, including ADA services.
- Leadership of long-term capital and infrastructure planning initiatives.
- Planning and execution of parking and transportation operations for major athletic, cultural, and commencement events.
- Coordination with Arts, Athletics, Police, Health System, Student Affairs, and external partners.

Leadership Skills (People, Strategy, and Influence)

- Providing executive-level leadership aligned with institutional mission and strategic priorities.
- Leading, developing, and managing a diverse workforce of approximately 85 FTEs.
- Fostering a culture of accountability, service excellence, inclusion, and continuous improvement.
- Establishing departmental goals, performance metrics, and succession planning strategies.
- Driving cross-functional collaboration with internal and external stakeholders.
- Leading organizational change related to sustainability, electrification, and campus growth.

- Ensuring transparency, fiscal responsibility, and ethical stewardship of public resources.
- Representing the department effectively with senior leadership and campus partners.

Candidate Qualifications

Education/Training

- Bachelor's degree in Transportation Management, Urban Planning, Business Administration, Public Administration, or a related field.

Minimum Previous Work Experience

- Requires a minimum of 10 years of progressively responsible leadership experience in parking, transportation, mobility, facilities, or related operations within a large, complex organization.
- Demonstrated experience managing large budgets, complex operations, and customer-facing services.

Leadership Competencies & Management Style

- Proven leadership, management, and mentorship ability with a demonstrated history of successful change management and a collaborative, inclusive, and consensus-building managerial style.
- Ability to build and sustain positive, cooperative relationships with a wide range of constituents, supported by a strong customer service orientation.
- Ability to create an environment that encourages teamwork, consensus-based problem solving, and effective diplomacy.
- Demonstrated skill in coordinating and prioritizing tasks, resolving complex problems, negotiating solutions, and ensuring appropriate deployment of resources.
- Superior written and oral communication skills, including the ability to present complex information clearly and effectively to diverse audiences.
- Deep commitment to the University's mission, service excellence, and best practices.
- Someone who looks beyond today's challenges and guides the department toward a compelling future by combining strategic foresight with the ability to inspire and mobilize people.

Duke University and the Durham, North Carolina Community

Founded in 1838, Duke University is one of the nation's leading private research universities, recognized globally for excellence in education, research, health care, and community engagement. Duke's main campus is located in Durham, North Carolina, within the dynamic Research Triangle region, alongside the University of North Carolina at Chapel Hill and North Carolina State University. The university enrolls approximately 15,000 undergraduate and graduate students and is home to Duke Health, a nationally ranked academic health system and major regional employer.

Durham is a vibrant, fast-growing city known for its strong economy, innovation ecosystem, and rich cultural history. Once a center of tobacco and textile manufacturing, Durham was transformed into a hub for technology, life sciences, higher education, and health care, attracting startups, global companies, and research organizations. The city offers a high quality of life with a walkable downtown, diverse neighborhoods, a nationally recognized food scene, and a strong commitment to the arts, equity, and community development.

The Duke campus and surrounding community are closely integrated, with the university playing a central role in Durham's economic development, sustainability efforts, and public-private partnerships. Duke's ongoing campus growth, including academic, medical, residential, and athletic facilities, reflects its long-term commitment to the region. The area also offers access to outdoor recreation, a moderate climate, and proximity to both the mountains and the coast, making Durham an attractive location for professionals and families alike.

Together, Duke University and the Durham community offer a compelling environment for executive leaders seeking the opportunity to make a meaningful impact within a mission-driven institution while living in a diverse, innovative, and rapidly evolving region.



Procedure for Candidacy

All applications, nominations, and inquiries are welcome. Applicants should submit, as separate documents, a CV or résumé and a letter of interest that addresses the themes outlined in this profile. WittKieffer is assisting Duke University in this search. Review of applications is underway and will continue until the position is filled.

Please submit all applications, nominations, and inquiries to the search team through the WittKieffer Candidate Portal by [clicking here](#). New users should select “Register Here” to create an account before proceeding. After logging in, navigate to “Open Positions,” then locate the role by entering the institution’s name and clicking the search wheel.

Nominations and inquiries can also be directed to:

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