

City of Oceanside, California



Invites your interest in
the position of

DEVELOPMENT SERVICES DEPUTY DIRECTOR



City of Oceanside

Oceanside is a thriving beachfront community in the heart of beautiful Southern California.

THE COMMUNITY

The City of Oceanside, CA (population 178,000) is a thriving beachfront community centrally located in the heart of the beautiful Southern California coastline. Located just 35 miles north of San Diego and 83 miles south of Los Angeles, Oceanside offers a unique combination of outstanding location, affordable housing, excellent schools, and multiple community resources. The City enjoys proximity to all major Southern California destinations, while maintaining its coastal beauty and unique character.

Oceanside currently enjoys a diverse economic portfolio and has a number of business advantages. The City has a large sporting and recreational goods manufacturing sector, as well as a number of biotech and medtech companies. San Diego County is a major agricultural producer, and Oceanside's warm climate makes it ideal for the growing of tomatoes, avocados, citrus fruit, nursery stock, and flowers.

The Oceanside Unified School District has a deeply rooted tradition in a city with a history of more than 200 years. The District serves 20,000 students in 16 elementary schools, four middle schools, two comprehensive high schools, and one alternative school. Camp Pendleton, the City's Marine Corps neighbor to the north, is home to about 5,000 students who bring experience and culture from all over the country and world.

Recreational opportunities abound in Oceanside and complement every lifestyle. The City's perfect climate invites residents and visitors to enjoy and relax at its 3.5 miles of beautiful beaches or at one of five golf courses within the city. Watersport fans will find the Harbor a mecca for conveniently launching, renting, and servicing boats, kayaks, and jet skis. Fishing aficionados can try their skill at surf-fishing along the coast, or drop a line off the City's famous 1,942 foot pier.

THE ORGANIZATION AND DEPARTMENT

Incorporated in 1888, the City of Oceanside is a Charter City and operates under a City Manager form of government. The Mayor and four Councilmembers are elected for staggered four-year terms, and have transitioned to District Elections starting with District 1 and 2 in November 2018. Districts 3 and 4 will elect a candidate in November 2020. The Mayor is elected at-large. The City Council appoints the City Manager and City Attorney. Oceanside is a full-service city. It currently has 984 full-time employees and an overall budget of \$575 million. The City is in sound fiscal condition, with conservative budgeting practices and a stable budget outlook.

In partnership with the community, the Development Services Department oversees all aspects of land use, planning and development processing and includes the Planning, Development Engineering and Building Divisions. The Development Services Deputy Director will lead the department on a day to day basis to ensure all development activities throughout the City are conducted in accordance with City, County and State codes while maintaining exceptional levels of customer service.

The Development Services Department encompasses:

Planning: All current and future planning activities; major responsibilities also include discretionary land use applications, General Plan implementation and public counter operations.

Building: The City's Building and Safety Inspection services are handled by City staff. General responsibilities include: providing assistance and information to developers and residents about construction code requirements, plan check review, and structural, electrical, plumbing and mechanical inspections.

The City is seeking a hands-on, detail and team-oriented professional with energy and focus.

Engineering: There are several different units encompassed under the engineering function: Capital Projects, Land Use and Engineering Inspection. The Engineering Division is responsible for engineering records and files, environmental documents, conceptual design, preliminary engineering, pavement management, construction administration and project inspections. Storm water management is also a key departmental priority.

THE POSITION

The Development Services Deputy Director is a key member of the City's Management Team reporting to the Development Services Director/Deputy City Manager. The position is responsible for helping manage all development work in the City, either directly, through subordinate supervisors, or in coordination with the Public Works and Water Utilities departments. The position is in the Development Services Department and will have direct responsibility for Planning and Building. The Development Services Deputy Director assists the Director in the planning, organization and management of multiple divisions within the Development Services Department; assists the Director in advising the City Manager and City Council regarding planning and development projects, recommendations and policies; provides highly responsible and complex administrative support to the Director; directs the vision and activities of the Division(s) assigned; responds to internal and public inquiries related to Departmental activities; oversees the development and administration of the assigned Divisions' budgets; develops partnerships with other City departments to foster a team-oriented culture; utilizes effective communication while encouraging a collaborative approach towards problem solving; tracks legislation related to each specific field of discipline; directs preparation of staff reports, agenda items, studies and surveys;

Initiates and maintains relationships with community and professional organizations; and ensures department services are provided with exceptional customer service and transparency and other related duties as assigned.

THE IDEAL CANDIDATE

The City is seeking a hands-on, detail and team-oriented professional with energy and focus as well as an ability to make decisions independently while keeping the Development Services Director/Deputy City Manager, Assistant City Manager and City Manager informed.

The City is seeking a highly qualified individual with technical expertise and strong interpersonal and creative problem solving skills. The ideal candidate will have management supervision and motivational skills and the ability to work through others to fulfill the City's development services needs. Candidates will have a can-do attitude and the ability to communicate in a clear, concise, and direct manner, including communicating technical information in a non-technical manner both orally and in writing. The candidate should be a team player who can communicate with people at all levels and serve as a role model and mentor to staff throughout the City. It is expected that the incumbent is able to come up with creative solutions to complex problems as well as understanding his/her role in contributing to the City's economic development efforts. Excellent project management skills are essential to this position.

Someone who is politically astute yet apolitical will be highly valued. Additionally, the ideal candidate should be:

- Comfortable with change and taking a critical look at programs, systems and policies.
- An advocate for providing outstanding customer service to both external and internal customers.
- An innovative problem solver.
- Personally approachable and encouraging of creative problem solving.

City of Oceanside

The new Deputy Director will promote an atmosphere of teamwork and personal development.

The Development Services Deputy Director should be a skilled and organized administrator who will promote an atmosphere of teamwork and personal development.

A candidate who understands the role of the Department in supporting the work of all other departments in the City will be highly valued; the Development Services Deputy Director will be expected to maintain positive relationships with the City Manager, Assistant City Manager, Deputy City Manager other department heads, City Council as well as outside developers, service providers, and community stakeholders.

Candidates for this position must possess six years increasingly responsible experience performing professional planning, community development or related work at a senior management level of which includes at least three years supervisory experience over professional and administrative support staff and a Bachelor's degree from an accredited college or university in Architecture, Engineering, Planning, Public Administration or other directly related field. A Master's degree in a related discipline is preferred.

AICP Certification by the American Planning Association or Building Official certification issued by the International Code Council is desirable.

THE COMPENSATION

The salary for the Development Services Deputy Director is dependent upon qualifications: \$127,236 to \$166,944 annually. The City also offers an attractive benefits package, including:

Retirement: Depending on selected candidate's prior membership with CalPERS, the retirement formula will be 2% @ 60 or 2% @ 62; employee contribution towards retirement benefit is 50% of the normal costs of membership (currently up to an 8% contribution depending on prior CalPERS membership).

Medical, Dental, and Vision Insurance: The City pays a portion of the costs depending on the plan and number of family members covered.

Long- and Short-term Disability Insurance: City Paid.

Life Insurance: City-paid policy of 1.5 times annual salary up to \$350,000 with voluntary additional options for employee and dependents.

Management Leave: 70 hours annually.

Floating Holidays: 48 hours annually.

Holidays: 9 City holidays.

9/8o Work Schedule: with every other Friday off.

Other benefits offered by the City of Oceanside include deferred compensation plan, tuition reimbursement, and flexible spending program.

Application Deadline: March 6, 2020 at 4:00 P.M.

HOW TO APPLY ONLINE

To apply for this exciting career opportunity, please visit our website at: www.ci.oceanside.ca.us

Resumes and cover letters may be attached to, but not submitted in lieu of, the online application.

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