



# CITY OF SANTA MARIA

*"Shape your career while shaping your community."*

C A R E E R   O P P O R T U N I T Y

## ***CHIEF INFORMATION OFFICER***

**SALARY: \$124,661 – \$151,527 DOE/DOQ**

The City of Santa Maria seeks a Chief Information Officer (CIO) customer-service focused, a self-starter and a collaborative, inclusive, and motivational leader. The successful candidate will be an engaging leader who combines a strategic, big-picture perspective with strong management and administrative skills. The CIO will have experience managing complex information technology projects and day to day service delivery, strong fiscal and business acumen, and excellent project management, communication, and customer orientation skills. You will lead and oversee IT applications, infrastructure, and services for the City. This is a great position for the candidate who is looking to work for an innovative City administration that focuses on reducing process and bureaucracy and making things happen through "smart city" technology. Working for the City of Santa Maria is an invitation to a seat at the table with a top-notch executive team and the professional opportunity to be a transformative executive leader that will serve the community for generations to come.



***BE A PART OF A PROGRESSIVE  
& PIONEERING COMMUNITY.***





## *the CITY*

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The City of Santa Maria is a full-service City with a City Council/City Manager form of government which has over 700 employees, an annual budget of approximately \$180 million for FY 2018-19 and serves approximately 108,000 constituents. The City of Santa Maria is located on the beautiful central coast of California and covers over 23 square miles. The City is a harmonious balance of maintaining coastal and agricultural lands while promoting business. Santa Maria has been recognized nationally as an All-America City by the National Civic League and offers reasonably priced housing, community festivals, quality schools, and is in close proximity to beaches, cultural arts, a local airport, wineries, and higher education institutions.



# the IT DIVISION

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As a strategic focus of the City, Information Technology (IT) is one of four divisions in the City Manager's Office. The IT Division provides comprehensive technology services to all 10 City departments, which includes defining informational needs and technology standards, and establishing applicable policies. The City has a robust and complex network infrastructure that touches a number of other agencies outside the organization (e.g., school districts, other cities, County of Santa Barbara, etc.). The City has numerous remote sites and provides connectivity to roughly 700 full/part-time/limited service employees. The City's Wide Area Network (WAN) encompasses miles of private fiber, high-speed wireless links, and a carrier-provided switched Ethernet connection. As a progressive City, the IT Division is currently overseeing the implementation of a high capacity fiber optic ring around the City and the establishment of a private ISP inside the City's Data Center under a Public-Private Partnership, along with developing a business plan to offer data center co-location services to other regional local governments and businesses. The IT Division also provides technical oversight and project delivery services for a number of Public Safety related initiatives that include the regionalization of the City's new 700MHz Trunked Digital Radio System and the E9-1-1 Dispatch Center. These initiatives are designed to improve the delivery of emergency services and the generation of revenue to the City.

## UPCOMING OPPORTUNITIES/CHALLENGES

- **Central RICs**—Promote regionalization of the City's 700 MHz trunked radio system known as "Central Regional Interoperable Communication System (RICs)" with potential partners.
- **FirstNet**—Deliver AT&T's public safety communications platform when coverage is improved in Santa Maria and when it meets the needs of the City's first responders (law enforcement, fire and emergency services).
- **Citywide Public Safety Video System**—advance public/private-community partnerships and fund the build-out of a real-time crime-fighting community policing video system aimed at improving neighborhood safety, promoting the revitalization and growth of local businesses, and strengthening law enforcement efforts to deter, identify, and solve crime.
- **"Smart City-Safe City"** Create actionable roadmaps using technology and data to improve the quality of life, make City services more efficient and sustainable, and help residents connect and engage with the municipality in which they live.
- **Small Cell Sites**—Address issues with using the public right of way for small cell site telecommunication infrastructure, SB 649, local control over aesthetics, and how they relate to both technological advances and the needs of the community.
- **Regional Dispatch Services**—finalize agreements and actively promote the regionalization of dispatch services and public safety technology systems with surrounding agencies.



# the *JOB / IDEAL CANDIDATE*

Candidates should be interested in working with internal departments in utilizing technology to meet their business needs, improving services and accessibility to our constituents, and continuously maintaining data and systems security while deploying innovative technology solutions. The CIO will be experienced at managing an IT department with unique business services, complex funding, and large-scale enterprise projects, and bring innovation to continue developing Santa Maria as a “Smart City.” This position is at-will, reports to the City Manager and oversees eight staff, two consultants and a \$2.3M budget for IT and GIS services. The ideal candidate will be an excellent leader and organizational partner, possess strong customer service, verbal and written communication skills, be business and politically savvy, possess a high level of emotional intelligence and have a reputation of being a collaborative, transparent and inclusive leader. The new CIO will ensure the City continues to position itself for the future, maintaining its position as a leader in public sector information technology infrastructure and services. Because this person will be overseeing large vendor contracts, the incumbent will need to have a solid background in vendor management, contract negotiations and maintaining positive working relationships with vendors while also holding them accountable.

## *The CIO Will...*

### **BUSINESS ACUMEN / ADMINISTRATION / OPERATIONS**

- Align self and professional priorities with the business strategic plan.
- Coordinate standards, best practices and ongoing compliance needs related to local, state and federal mandates.
- Utilize technology to enhance citywide service delivery.
- Assist with developing new, non-traditional ways for the delivery of services to the public.
- Develop short and long-range IT needs and resource requirements.
- Assist department leaders to achieve their goals and become a valued partner.
- Evaluate systems, architecture and programs and recommend adjustments as needed.
- Balance technological savvy with strong interpersonal skills.

### **LEADERSHIP / COMMUNICATIONS / CUSTOMER SERVICE**

- Work on large scale vendor contracts and effectively manage those relationships.
- Successfully lead talented staff, with an inclusive and engaging leadership style.
- Provide vision, direction and implement a plan to achieve desired outcomes.
- Seek out opportunities to develop and advance staff’s professional growth.
- Be an influential leader to move projects forward past challenges and barriers.
- Have a strong customer service orientation and achieve client goals through innovation and technology.
- Be a transformational thinker and leader, bring in new ideas, and make things happen.
- Use effective communication skills and political savvy to work with staff, leaders and City management.
- Advance an organizational culture that attracts and retains talented staff.
- Be self-directed, motivated, detail oriented and flexible.
- Be a big picture thinker, humble, professional and respectful.





## ***EMPLOYMENT STANDARDS***

- Graduation from an accredited four-year college/university with a bachelor's degree in business administration, computer science or related field;

— *and* —

- Extensive experience (ideally eight or more years) with increased responsibility overseeing large scale information technology project implementation, and business technology management; including strategic planning and leadership experience;

— *and* —

- Must be able to demonstrate a knowledge of current and emerging technologies;

— *or* —

- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

### ***REQUIRED***

- Possession of valid California Driver License, with a satisfactory driving record, by the date of appointment.
- Ability to successfully pass a background investigation performed by the Santa Maria Police Department.



# SALARY & BENEFITS

The annual salary range is: **\$124,661–\$151,527 DOE/DOQ**; salary will be negotiated depending upon qualifications and experience.

**AUTO ALLOWANCE:** An annual allowance of \$545/month.

**FLEXIBLE SCHEDULE:** 9/80 or 5/8 schedules available.

**TELEPHONE/PDA STIPEND:** Stipend of up to \$115/month.

**RETIREMENT:** CalPERS with a 2% at 55 formula for classic members and 2% at 62 for new members. New employee could contribute up to 8% of member share.

**DEFERRED RETIREMENT:** City contributes \$11.54 per pay period toward a 457 deferred compensation plan.

**HEALTH INSURANCE:** City contributes up to \$1,061/month towards a choice plan.

**POST-EMPLOYMENT HEALTH PLAN (PEHP):** City contributes \$92 per pay period to a fund that will provide reimbursement for out-of-pocket cost of qualified medical expenses and medical insurance premiums upon separation or retirement.

**DENTAL & VISION INSURANCE:** City pays for entire family.

**VACATION:** Minimum 10 days, 21 days maximum.

**SICK:** 12 days/year.

**HOLIDAYS:** 7 holidays a year; and eligible to receive, on a pro-rated basis, forty hours of floating time a year to be scheduled off or cashed out.

**MANAGEMENT LEAVE:** 64 hours.

**OTHER:** Short-/Long-term disability; life insurance, tuition reimbursement, as well as a variety of optional employee-paid plans.

**SUCCESSION PLANNING:** Academics are offered to all employees to advance or hone leadership skills to ensure we are growing leaders within our organization. The City offers quarterly speaker series, corporate toastmasters club, and more.

## HOW *to* APPLY

*This is an open continuous recruitment; however, for first consideration apply by **NOVEMBER 26** by completing an application and submitting your cover letter and resume to:*

**[wbrowncreative.com/job-board](http://wbrowncreative.com/job-board)**

Please contact your recruiter,  
**Wendi Brown**, with any questions:  
**541.664.0376** direct  
**866.929.WBCP (9227)** toll free  
**[wendi@wbrowncreative.com](mailto:wendi@wbrowncreative.com)**

### SAVE THE DATES

Interview dates are **DECEMBER 17 & 18** (candidates selected to interview will need to be available for both days).