

Located in the East Bay Area, Solano is well recognized for quality of life and affordable California living in a high-tech region.

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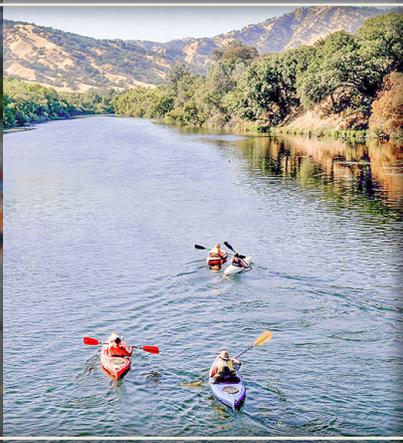
PLANNING MANAGER

COUNTY OF SOLANO, CALIFORNIA



ANNUAL SALARY: \$120,501–\$146,469 DOE/DOQ
(plus a 7% wage increase over the next two years)

SOLANO IS WELL RECOGNIZED FOR QUALITY OF LIFE AND AFFORDABLE CALIFORNIA LIVING. Solano County seeks a Planning Manager who will direct the County's current and long-range planning services and bring a depth of experience in permitting, land use planning, public planning and related policies and procedures, including NEPA, CEQA and environmental laws, codes and practices. This position will report to the Director of Resource Management, oversee a staff of eight and an approximate budget of \$3 million.



THE COUNTY/COMMUNITY

SOLANO COUNTY IS A SPECIAL PLACE, with its inviting mix of rural and suburban lifestyles and easy access to all of the urban amenities. Conveniently situated just north east of the bay area, adjacent to Napa Valley, and midway between San Francisco and Sacramento, Solano County is home to rolling hillsides, waterfronts and fertile farmland. Thanks to a mild climate, plenty of open space, and proximity to lakes, rivers and mountains, residents can enjoy year-round outdoor recreational activities like fishing, boating, hiking and biking. County residents also can enjoy day trips to the San Francisco Bay Area, Lake Tahoe region and the Napa and Sonoma Valleys. Solano County's fiscal year 2019/20 operating budget is approximately \$1.097 billion, which supports 18 departments serving a community of approximately 440,000. With its strategic location, affordable housing, history of responsible land use planning and attractive quality of life, Solano County provides a great place for our residents to live, learn, work and play.

For more information about the community, please watch this video: www.solanocounty.com/media/Depts/HR/HRSolanoImages.wmv



THE DEPARTMENT OF RESOURCE MANAGEMENT

THE DEPARTMENT OF RESOURCE MANAGEMENT has multiple divisions that comprise what some jurisdictions have as standalone departments. The department is focused on customer service excellence, increasing operational efficiencies, and effectively overseeing the safety, planning and development, recreation, infrastructure, maintenance and environmental health services for the County of Solano.

The Department includes 130 staff, an approximate operational and CIP budget of \$43 million and six divisions, which include:

- ◆ Planning Services,
- ◆ Parks and Recreation,
- ◆ Public Works,
- ◆ Environmental Health Services,
- ◆ Building and Safety Services.



THE PLANNING SERVICES DIVISION

THE PLANNING SERVICES DIVISION'S MISSION is to enhance the quality of life by protecting agriculture and the natural and built environment while ensuring orderly growth, balancing conservation and development, involving the public in decision-making, and providing exceptional customer service. The division includes three units: Current Planning, Long-Range Planning and General Plan Implementation. Through these unit areas the County provides planning, permitting and inspection services, compliance with laws and codes, and provides timely and effective customer service. The Division supports the Board of Supervisors and Planning Commission, while preparing and maintaining comprehensive plans and policies that guide development and land use decisions to meet the goals and policies of the County and its citizenry consistent with the best principles of planning practice. For more information about the community, please watch this video: www.solanocounty.com/media/Depts/HR/HRSolanoImages.wmv



THE POSITION & IDEAL CANDIDATE

THE PLANNING MANAGER OVERSEES the activities of the Planning Services Division, reports to the Director of Resource Management, and serves as a member of the County's management team. This position manages the long-range, current planning, and general plan, and oversees a staff of eight and an approximate operational budget of \$3 million. This position acts as the primary staff representative to the Planning Commission, and prepares policy statements on sensitive issues for consideration by the Director, Commission, and the Board of Supervisors. The ideal candidate should have a background in land use planning, public planning and related policies and procedures, including NEPA, CEQA and environmental laws, codes and practices; experience with general plan and plan elements (zoning, subdivision and environmental regulations); public administration experience including budgets, program planning, evaluation, and the public hearing processes.

OUR IDEAL CANDIDATE WILL...

Reflect the County's Core Values of:

INTEGRITY—is ethical and fair.

DIGNITY—treats all persons with respect.

EXCELLENCE—provides quality, integrated, sustainable and innovative public services.

ACCOUNTABILITY—takes ownership, is fiscally responsible and results driven.

LEADERSHIP—is personally responsible and is a positive example to others.

AND...

- ◆ Effectively present and communicate with the public, elected and appointed officials, and County executive leadership.
- ◆ Partner with and build positive working relationships with other division leadership.
- ◆ Adept problem solver who thinks outside the box.
- ◆ Be responsive and available to all.
- ◆ Foster a department culture that is responsive, dedicated, and is focused on providing fair and balanced services to our community.
- ◆ Build and maintain successful working relationships with other agencies.
- ◆ Take an active role in providing staff with professional growth opportunities, and possess a desire to develop, motivate and supervise a diverse team.
- ◆ Be a strategic business minded leader who can successfully manage a planning team, department budget, and an efficient permitting process.
- ◆ Understand the political nuances of community planning and navigate the political challenges effectively.
- ◆ Have good leadership and interpersonal skills to work successfully with all levels in the organization.
- ◆ Have excellent interpersonal, verbal, and written communication skills.
- ◆ Demonstrate a proactive, customer-focused attitude.
- ◆ Maintain consistency with adopted policies and cultivate trust relationships.
- ◆ Anticipate challenges and identify strategic solutions to keep customers well informed.
- ◆ Promote interdepartmental teamwork and collaboration.
- ◆ Establish a “big picture” approach to issues and project resolution.
- ◆ Manage department budget and address significant budget challenges.



BACKGROUND & EDUCATION:

- ◆ Several years of public planning experience including extensive public contracts associated with current planning, zoning and development activities and long-range policy development.
- ◆ A bachelor's degree is required from an accredited college or university in urban planning or related field; a master's degree in planning may be substituted for one year of experience.
- ◆ Possession of or ability to obtain a valid California Class C driver license is required.
- ◆ AICP certification ideal.



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COMPENSATION & BENEFITS

The salary for this position is **\$120,501–\$146,469 DOQ/DOE** (plus a 7% wage increase over the next two years). In addition to the base salary, the County offers:

LONGEVITY PAY: of an additional 2.5% longevity pay, per level, after the completion of continuous service at 10 and each 5 years thereafter with credit for prior California cities, counties, joint powers authorities and other special districts employment.

ALLOWANCES: \$100 monthly Cell Phone Allowance.

FAMILY HEALTH INSURANCE: monthly contribution of \$1,548.55. Employees receive up to \$334.58 of the unspent contribution as direct cash. Those who waive medical insurance receive \$361 per month.

DENTAL & VISION: 100% County paid dental and vision insurances for the employee and eligible dependents.

SICK LEAVE: of 12 days per year with unlimited accrual.

LIFE INSURANCE: is 1.5 times the employee's base yearly earnings to a maximum of \$350,000 and is 100% County paid.

LONG TERM DISABILITY INSURANCE: provides income replacement to executives who are unable to work due to illness/injury, with premiums County-paid.

CALPERS RETIREMENT: formula of 2% at 60 or 2% at 62, based on CalPERS membership date. Both the County and the employee participate in Social Security and Medicare.

VACATION ACCRUAL: of 4.62 hours per pay period, maximum accrual of 280 hours; plus 80 hours of Administrative Leave (pro-rata during first fiscal year). Vacation accrual rate increases to 6.16 hours per pay period at 10 years.



SAVE THE DATE

Interviews will take place on **January 9, & 10** (selected candidates will need to be available for both days)

HOW TO APPLY

This position is open until filled, apply by
DECEMBER 16 for first consideration.

— wbcpinc.com/job-board —

QUESTIONS?

Call 541.664.0376 or
866.929.WBCP(9227)
or email Wendi at
wendi@wbcpinc.com