

CAREER OPPORTUNITY

UTILITIES DIRECTOR

City of Solvang, California

SALARY: \$106,747–\$133,431 DOE/DOQ

The City of Solvang seeks a Utilities Director to lead the department of 11 staff, an annual operating budget of \$8.5 million, and a unique opportunity to lead utilities for the 'Danish Capital of America'. The ideal candidate will be 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 Director will have experience managing utilities for a municipality, county or a municipal district, strong fiscal and business acumen, and excellent project management, communication, and customer orientation skills. This is an opportunity to be a transformative executive leader advancing public projects that will serve the community for generations to come.

“Shape your career
while shaping your
community”





POPULATION
5,800 K

4
AUTHENTIC
WOODEN
WINDMILLS

5
AUTHENTIC
DANISH
BAKERIES



the COMMUNITY & CITY

WITH A POPULATION OF APPROXIMATELY 5,800, located in Santa Barbara County, the City of Solvang is known as “The Danish Capital of America.” Just 34 miles north of the City of Santa Barbara and 21 miles from the Pacific Coastline, the historic Danish village of Solvang offers the best of the Santa Ynez Valley and Santa Barbara wine country in a relaxed and peaceful setting. You can indulge in authentic Danish pastries at Solvang’s world-famous bakeries, while strolling through the village to admire the old-world European architecture. Food and wine lovers will find more than 120 wineries throughout the Valley, with beautiful vineyards to explore, and plenty of farm-to-table dining options. This picturesque city is known for their many annual events, including Julefest and Danish Days, both of which celebrate the city’s heritage; along with charming boutiques and quaint shops; family-oriented attractions and recreational activities are plentiful! Solvang is an ideal place to live, work and play—a place where you can have a great career and is a safe and exceptional location to raise a family or retire!

Solvang is a Charter City, operating under the City Council/City Manager form of government. City leadership is committed to the preservation of Solvang’s unique character and quality of life of its residents. Solvang has an annual budget of approximately \$20 million, and a staff of approximately 30 employees serving an engaged and invested community.



UTILITIES DEPARTMENT

MISSION

To provide safe, cost effective and environmentally responsible utilities service to the residents and visitors of Solvang. To this end, the Department strives for efficient use of available resources, ensures long-term natural resources sustainability, and implementation of new technologies and environmental regulations as they relate to the City of Solvang. The Department has 11 staff, and an operating budget of \$8.5 million.



CURRENT AND FUTURE OPPORTUNITIES/CHALLENGES

- ▶ Make recommendations and lead further upgrades to the Wastewater Treatment Plant.
- ▶ Assist with Water and Wastewater rate studies.
- ▶ Be an integral part working with the Groundwater Sustainability Agency.
- ▶ Secure sustainable water resources.



RECENT ACCOMPLISHMENTS

- ▶ In progress implementing Phase 1 upgrade to the Wastewater Treatment Plant - Aeration System Improvement Project.
- ▶ Updated Sewer and Water Master Plans.

the POSITION / IDEAL CANDIDATE

THE UTILITIES DIRECTOR OF SOLVANG is an at will position that will provide leadership and strategic direction to the Utilities Department, encompassing water, wastewater, groundwater sustainability, solid waste, and capital projects. The selected candidate will be an excellent relationship builder and public speaker who represents the City to elected officials, commissions, community groups, and other groups.

Our ideal candidate will bring both technical expertise and an exceptional leadership ability to manage contractors, develop staff, set expectations, and hold people accountable. The Utilities Director will also establish a culture of excellent customer service and constantly strive to find a better way to do things. The ideal candidate will have a high degree of professional independence and exceptional judgment, and a proven track record of providing exemplary customer service while being flexible, proactive, and influential. The City seeks a director who will interject expert knowledge, new concepts and ideas, and assess and lean on the department's strengths, and address service and talent gaps.

THE IDEAL CANDIDATE WILL...

- ▶ Meet the goals and objectives of the department and City.
- ▶ Address a wide variety of City issues and needs.
- ▶ Be adept at vendor management including issuing RFPs, selecting contractors, and ensuring work standards are met.
- ▶ Ensure the long-term viability of water resources.
- ▶ Lead the Wastewater Treatment Plant upgrade.
- ▶ Be customer service minded, an interdepartmental collaborator and an excellent project manager.
- ▶ Build and support a culture that is progressive, transparent, inclusive, and collaborative.
- ▶ Bring an entrepreneurial approach to local government.
- ▶ Be politically savvy to appropriately address complex issues in a public setting.
- ▶ Promote a customer-oriented approach towards meeting client needs.
- ▶ Facilitate project concerns that are politically sensitive.
- ▶ Plan and implement strategic direction for the department.
- ▶ Develop short- and long-range plans and align staff actions to achieve desired outcomes.
- ▶ Oversee contracts, vendor relationships, personnel, projects, quality assurance, and project timelines.
- ▶ Work collaboratively cross-departmentally and with other community organizations.
- ▶ Understand and adhere to local, state and federal building codes, laws and mandates.
- ▶ Build trust, and demonstrate transparency, strong work ethic, and integrity.

CORE COMPETENCIES

Our ideal candidate will also demonstrate these core competencies:

MISSION FOCUS - Understand and support the organization's mission, value it, and are committed to it.

VISIONING - Imaginative, able to create a vision of a preferred future, and communicate it clearly and enthusiastically to others.

STRATEGIC THINKING - Act with the future in mind, understand the factors influencing strategy (e.g., core competence, community needs, and the organization's current strengths and limitations), and consider future impact when weighing decisions.

BUSINESS THINKING - See the organization as a series of integrated and interlocking business processes, understand general business concepts that govern these systems, and understand how change impacts the entire organization.

DIPLOMACY - Work well within the organization's power network. They recognize personal agendas, balance internal politics, work well with elected officials and navigate the political environment effectively.

GLOBAL MINDSET - See their city role in a larger context within the community, region and beyond. They value diversity and other points of view, identify partnership opportunities and exhibit coalition-building skills.

RISK TAKING - Have a history of, and propensity for, taking calculated chances to achieve goals. When they fail, they accept it, learn from it, and move on.

LEADERSHIP IDENTIFICATION - Identify with the role of leader, and enjoy positions of responsibility and authority.

PRESENTATION SKILLS - Comfortable and confident in front of an audience, deliver messages effectively to inform or persuade, and are adept at public engagement.



EMPLOYMENT STANDARDS

- ▶ Ideally, Bachelor's Degree in engineering, natural science, environmental science, or related field and five (5) years responsible experience in utilities systems administration, including at least two (2) years in a management supervisory capacity; and/or equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.
- ▶ Direct working experience in at least one of the four major areas of responsibilities; water, groundwater sustainability, wastewater, and solid waste.
- ▶ Superior management skills, including experience monitoring contractual performance and overseeing various agreements; a history of developing and monitoring complex capital and operating budgets; and a commitment to continuing customer services, teamwork and team building.
- ▶ Possession of a valid and appropriate California Driver License. Must possess and maintain a satisfactory driving record and be insurable to operate City vehicles.



SALARY & BENEFITS

Annual Salary \$106,747–\$133,431 DOE/DOQ, and an attractive benefits package that includes:

RETIREMENT. 2% at age 62 non-classic members, classic members: 2.5% at age 55, based on provisions of the California Public Employees' Retirement System (CalPERS). The City participates in Social Security.

DEFERRED COMPENSATION. The City offers deferred compensation plans for employees to set aside a portion of their salary on a pre-tax or after-tax basis to supplement retirement.

HEALTH INSURANCE. PPO or HMO Medical, Dental, and Vision Care are offered through the City to all full-time employees and their eligible dependents. If you opt out and purchase medical insurance elsewhere, the City provides a Cafeteria amount of \$600 per month.

OTHER INSURANCE. Basic Life insurance and Long-Term Disability benefit.

FLEXIBLE SPENDING ACCOUNT. Employee contribution optional.

HOUSING ALLOWANCE. \$500 per month

VACATION. Employees receive 10 days per year, increasing to 15 days after five years of services, and 20 days after 10 years of service.

LEAVES. Employees receive 12 days per year with unlimited accumulation.

HOLIDAYS. 11 designated days per year and two floating holidays.

CELL PHONE ALLOWANCE. This position is eligible for a \$50 per month cell phone allowance.

HOW to APPLY

Applicants will be reviewed on an ongoing basis, please **APPLY IMMEDIATELY** for consideration by completing an application and submitting your cover letter and resume to:

INTERVIEWS

Interviews will be conducted as ideal candidates are identified.

Please contact Xenia Bradford, City Manager, with any questions:

Email to:

xeniab@cityofsolvang.com

Call: (805) 688-5575 x204

The City of Solvang is an equal opportunity employer encouraging workforce diversity.