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our intro video
for Community
Development
Director.



CAREER OPPORTUNITY

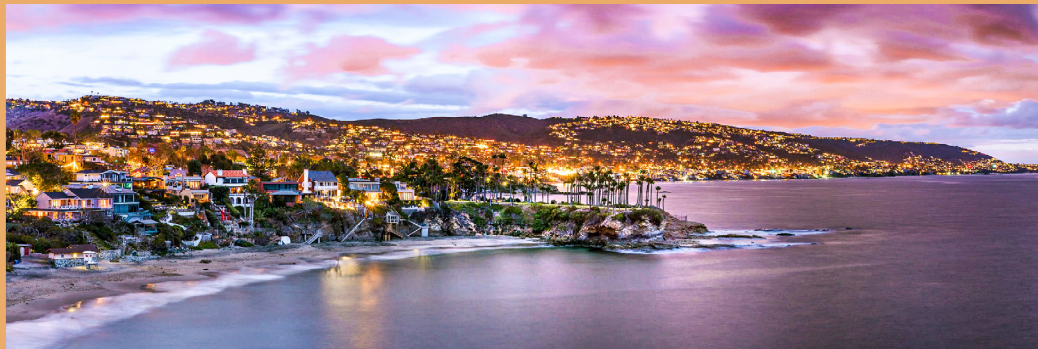


COMMUNITY DEVELOPMENT DIRECTOR COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF LAGUNA BEACH \$165,048–\$245,928 DOE/DOQ

Salary Increase Coming July 2024 – PLUS Fringe Benefits Package Totaling up to \$40,000!

THE CITY OF LAGUNA BEACH, CALIFORNIA, seeks a dynamic and knowledgeable **Community Development Director** to oversee 44 staff members, eight contractors, and an approximate budget of \$8.5M. This is a working leadership role where you will have the opportunity to engage with staff, improve organizational systems and internal processes, and make meaningful changes in the community! This experienced Director will possess a background in planning and development, community engagement, and ideally, coastal commission experience. The ideal candidate will understand the nuances of meeting the needs of both developers and the community. They will have technical strengths combined with the ability to communicate effectively, provide feedback to staff, demonstrate emotional intelligence and political acumen, and implement efficient management of the day-to-day operations of the Community Development Department. *If you want to shape the future of Laguna Beach and continue to foster a positive work culture, apply today!*



THE COMMUNITY/CITY

LAGUNA BEACH, CALIFORNIA IS A SMALL TOWN OF PICTURESQUE BEACHES, hiking trails, a walkable downtown, and summer art festivals. Located in southwest Orange County, Laguna Beach occupies 8.84 square miles, has a population of 23,000, and welcomes six million visitors each year. When you live in Laguna Beach, you get to enjoy the Southern California climate all year long. Enjoy surfing, hiking, golfing, and biking in a community that values recreation and fun. The city features more beachfront lodging than any other city in California, along with the Pacific Marine Mammal Center, the Laguna Art Museum, and over 100 unique restaurants. Laguna Beach is a year-round hideaway for beachgoers, outdoor enthusiasts, art lovers, and families alike!

The City operates under a council-manager form of government, with policy-making and legislative authority vested in a five-person City Council. The City Manager carries out the policies and ordinances of the City Council, oversees the day-to-day operations of the City, and appoints department heads. The City has an annual budget of approximately \$125.2 million and about 320 dedicated staff providing a full range of services, including recreational activities, cultural arts events, public works maintenance of streets and parks, transit operations, community development, administrative services, and police, fire, and marine safety protection.

THE DEPARTMENT

CLICK
LINKS

THE COMMUNITY DEVELOPMENT DEPARTMENT is made up of three divisions: **Planning**, **Building & Permits**, and **Code Enforcement**. The leadership of the Department values team building and collaboration and welcomes growth and learning opportunities for all team members. This team fosters a collegial atmosphere and teamwork environment, where everyone works hard every day. The team works in partnership across all city departments and with the community, including executive leadership and elected officials.

To see all the great work the Department is focusing on, visit:

COMMUNITY DEVELOPMENT

CLICK
BUTTON



THE JOB

THE COMMUNITY DEVELOPMENT DIRECTOR WILL LEAD a dedicated team of 44 staff and other contractors, all processes, procedures, policy and operations, and an approximate budget of \$8.5 million. They will also ensure the special projects and general plan are actualized (see the **General Plan**). The Director will provide their team with clear direction, policies, and priorities, with a focus on excellent customer service, culture and organizational development, and ensure the divisions are collaborating and functioning effectively with each other.

CLICK
LINK

THE IDEAL CANDIDATE

THE IDEAL CANDIDATE WILL BE A PROFESSIONAL, dedicated, and enthusiastic individual.

They will serve as an inspiring and uplifting leader and see challenges as opportunities. They will have a background in municipal government which can be in planning or another leadership role, as well as organizational and staff leadership experience. They will need excellent communication and public speaking skills to effectively interface with and deliver presentations to the City Council, Planning Commission, and community members. It is also important that the Director can manage multiple critical projects while delegating priorities to their management team.

The successful candidate will create an inclusive and collaborative department culture and ensure their team builds trust with the community and inspires creative thinking. They will also find ways to get to 'yes' without faltering on regulatory and legal compliance and find more efficient processes to get work done.



THE IDEAL CANDIDATE WILL ALSO...

- ▶ Establish, foster, and maintain strong working relationships.
- ▶ Diffuse conflicts as they arise and have challenging conversations.
- ▶ Demonstrate political acumen and diplomacy.
- ▶ Work well under pressure and effectively meet critical deadlines.
- ▶ Be an effective negotiator.
- ▶ Ensure that staff interpret and adhere to all legal and regulatory compliance and accurate staff reports.

MINIMUM QUALIFICATIONS

Any combination demonstrating the ability to effectively and successfully perform the duties of the position is considered qualifying. A typical combination is as follows:

- ▶ **Education:** Graduation from a four-year college or university is required, preferably with a major in Urban Planning, Architecture, Public Administration, or a related field
- ▶ **Experience:** At least five years of considerable, progressively responsible administrative and supervisory experience in planning
- ▶ Possession of a valid California Driver's license and an acceptable driving record

DESIRED

- ▶ **Education:** Master's degree
- ▶ **Experience:** Public sector experience



FUTURE PROJECTS, CHALLENGES, & OPPORTUNITIES

- ▶ Leading the update on several exciting initiatives:
 - Comprehensive Zoning Code update
 - Downtown Specific Plan update to allow for additional housing opportunities
 - Open Space Element update
 - Laguna Canyon Specific Plan update
- ▶ Improvements to the City's economic development program
- ▶ Implementation of a Commercial Property Maintenance Program
- ▶ Championing the Historic Preservation Program through outreach and promotion



SALARY & BENEFITS

An annual salary of **\$165,048 - \$245,928 DOE/DOQ**,

(4% increase on July 1 to \$171,649-\$255,765)

PLUS an attractive benefits package that includes:

RETIREMENT. CalPERS 2% at 62 formula for new members; or 2.5% at 55 formula for existing or "classic" CalPERS members with less than a six-month break in service from another CalPERS reciprocal agency.

DEFERRED COMPENSATION. City-paid contribution of 2% of base salary toward a Deferred Compensation Program

HEALTH COVERAGE. Medical, dental, and vision coverage to employees and their dependents along with life insurance and disability plans. 100% for employee-only coverage; 90% for dependent coverage.

VACATION. 17-22 days (DOE)

ADMINISTRATIVE LEAVE. 90 hours per fiscal year

SICK LEAVE. 80 hours per year

HOLIDAY. 11 paid holidays per year

PHYSICAL EXAM. Reimbursement of \$300 each year, at a rate not to exceed \$900 over any given three-year period, for expenses incurred for a general examination to determine physical fitness.

AUTOMOBILE ALLOWANCE. \$400 per month

CELL PHONE STIPEND. \$80 per month

INTERNET STIPEND. \$50 per month

ONE SHOPPER PARKING PERMIT. City-paid Laguna Beach Shopper Parking Permit

SEE ADDITIONAL CITY BENEFITS HERE!



This Fringe Benefits Package Totals up to \$40,000!

HOW TO APPLY

For first consideration, apply by **APRIL 9** at:

WBCP JOB BOARD

SAVE THE DATES. Round one interviews will take place via Zoom on **MAY 10**. Finalists will move forward to in-person interviews on **MAY 20**. Selected candidates must be available for all these dates.

Please contact your recruiter, Wendi Brown, with any questions: wendi@wbcpsc.com

541-664-0376 / 866-929-WBCP (9227)

