THE COMMUNITY

The City of Carlsbad is ideally situated in north San Diego County where a great climate, beautiful beaches and lagoons, and abundant natural open space combine with world-class resorts, family attractions, well-planned neighborhoods, excellent schools and a charming village atmosphere to create the ideal California experience. Covering nearly 40-square miles, the City of Carlsbad is approaching build out and is currently home to about 110,000 residents. Thanks to an award-winning growth management plan, the city's infrastructure, and services keep pace with development and promote an excellent quality of life.

By the Numbers
Carlsbad residents consistently give the city high marks in an annual satisfaction survey:
• Over 90% give positive ratings to the city’s quality of life.
• Over 90% are satisfied with the city’s provision of services.
• About 80% trust local government to make decisions that positively affect their lives.
• Nearly 100% feel safe walking alone in their neighborhoods during the day; nearly 90 percent feel safe at night

Your Life … in Action
Three lagoons, 50 miles of hiking trails and nearly seven miles of coastline support an active, healthy lifestyle in Carlsbad, drawing not only residents looking for a high quality, well-run city, but top talent from throughout the country. The city’s diverse economy is centered around action sports manufacturing, life sciences, information and communication technology, clean tech, and hospitality and tourism.

How Does Carlsbad Rank?
• Named one of the “Best Places to Live” Men’s Journal, 2016
• “Digital Capital of California,” eCity award, Google, 2013
• One of the top 5 cities for fast-growth companies, Inc, 2014
• “Golf’s Ultimate Playground,” Golf.com, 2014
• #4 in the top 10 ZIP codes for Venture Capital Investment in San Diego, Atlantic Cities, 2013

• Top 10 Best Beaches for Families, Family Vacation Critic, 2015
• One of the “20 Hottest Startup Hubs In America,” Business Insider, 2013
• #7 in the “Best City for Job Seekers in California,” Nerd Wallet, 2014
• #7 Leading High-Tech Metro in America, Atlantic Cities, 2012
• #2 Top Solar Cities with most installed solar panels and PV capacity, Shining Cities, 2015

A Community With Vision
City decision making is based on the foundation of the Carlsbad Community Vision, a set of nine core values developed through an intensive two-year public engagement process called Envision Carlsbad.

We encourage you to explore the vision at http://bit.ly/29nlqiu

CITY GOVERNMENT

The City of Carlsbad is a charter city under the council-manager form of government. The Mayor and four City Council members are elected at-large and serve staggered four-year terms, along with an elected City Clerk and City Treasurer. The City Council appoints a City Attorney and City Manager.

A full-service city, Carlsbad has its own police and fire departments, a water district, parks, recreation, library and arts departments, in addition to standard administrative and public works functions. These services are organized into the following major areas: Community Services, Public Safety, Public Works and Administrative Services. The operating budget for FY2016-17 is $253.4 million and the CIP for the year exceeds $64 million.

Known for its financial stability, the city maintains a AAA credit rating and has a general fund reserve balance exceeding $90 million. Nearly 700 full time staff are led by an executive team that includes the City Manager, City Attorney, two Assistant City Managers and the heads of major service areas.
A Regional Player
Home to a regional airport, power plant, desalination plant, wastewater treatment facility and trash transfer station, Carlsbad plays a leading role in regional issues. The city also partners with surrounding cities on the award winning “Innovate 78” economic development program and works closely with the state of California on the management of its beaches and lagoons. The only north San Diego County city with an approved Habitat Management Plan, Carlsbad works hand in hand with state and federal resource agencies to protect critical wildlife corridors and sensitive species. The city’s latest partnership, a pilot program with the California Coastal Commission, provides dedicated staff time at this critical regulatory agency so that Carlsbad projects can receive expedited review.

Major Initiatives
The City of Carlsbad is not afraid to think big. With strong community support, financial resources and a visionary City Council, Carlsbad is pursuing six ambitious initiatives that will have a lasting impact on the city’s future quality of life and sustainability.

- Transform Carlsbad’s coastline into a resource that provides a “Carlsbad experience” in all the ways people want to enjoy this precious resource. Create a unique city-state partnership to facilitate the level of maintenance and operations the community expects.
- Revitalize Carlsbad’s historic Village and Barrio areas through a combination of community engagement, private investment and public infrastructure improvements.
- Working with regional, state and federal agencies, create and implement a plan to lower the railroad tracks below street level between the city’s two northern lagoons, opening up access to the coast, protecting the local economy and improving safety.
- Become a leader in future-oriented transportation systems that enable people to move through and around Carlsbad in the mode most suited to them. Incorporate emerging technologies to facilitate safe and efficient traffic flow.
- Be a leading champion for life-long learning through city-schools partnerships that provide a pathway from Kindergarten through graduate level educational opportunities. Help develop tomorrow’s leaders, and provide superior library and information resources to support these goals.
- Create a plan for future city facilities that reflects changing community needs and government service delivery models, while encouraging strong community engagement.

THE IDEAL CANDIDATE
Consistent with the city’s priorities and superior service standards, the ideal candidate will have a sophisticated understanding of high performing organizations and be knowledgeable regarding the components of a well-functioning municipal government. He/she will be a generalist with in-depth knowledge of local government.

The ideal candidate will be a proven leader of change with a history of bringing people together around a common vision. He/she will display sensitivity to the critical nature of managing change effectively that is supported by an impressive track record in guiding transformative initiatives. To that end, the individual selected will bring extensive experience with system and process improvements.

The ideal candidate will be an exceptional people manager and share the values of an employee centric organization. Known for being an outstanding role model, he/she will be a highly sought mentor with a history of maximizing employee potential and developing future leaders and managers at all levels. The individual selected will be expected to embrace and promote succession planning and employee retention as high priorities for the city.

In addition, the professional selected will be well-versed in community engagement and be familiar with strategies that support a healthy community dialog on key issues. He/she will exhibit a passion for maintaining strong connections to the community and respect the importance of two-way communication with internal and external stakeholders.
The new Assistant City Manager will be expected to play an important role in facilitating greater collaboration among city departments, enhancing communication among the workforce, and strengthening connectivity between employees and the customers they serve.

The ideal candidate will bring strong administrative abilities along with a history of efficient budget and resource stewardship. Experience with and enthusiasm for using performance measures that support maximum efficiency and accountability is preferred.

A bachelor’s degree from an accredited college or university in a relevant discipline is required. A master’s degree in public administration or business administration and prior experience as a City Manager, Deputy or Assistant City Manager in a comparable city is highly desirable. Familiarity with land use issues and/or previous experience as a Community Development or Planning Director will be considered favorably. The ideal candidate will also be accustomed to interacting with elected and/or appointed officials. Experience working in California is not required. Candidates with a combination of public and private sector experience are encouraged to apply.

COMPENSATION & BENEFITS

The salary range for the position is $130,500 - $189,300, dependent on the qualifications and experience of the selected candidate. Supplemeting salary, the city also offers the following benefits:

- **Retirement** – CalPERS Retirement Plan 2% at 60 plan for classic members or 2% at 62 for those new to CalPERS. Carlsbad does not participate in Social Security.
- **Auto Allowance** – $3,000 annually.
- **Health Insurance** – Cafeteria style benefits. Employer contribution varies (maximum $17,136 annually).
- **Executive Leave** – 56 hours annually.
- **Vacation Leave** – Annual accrual rate of up to 158 hours with 15+ years of service; maximum accrual of 320 hours.
- **Other Leave** – Sick, bereavement, military and disability leaves provided.

**Holidays** – 11 paid holidays per year. Other benefits include but are not limited to paid professional memberships; life insurance; voluntary participation in an AD&D plan and a deferred compensation program.

APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight, **Sunday, August 7, 2016**. To be considered for this opportunity, upload cover letter, resume and a list of six professional references using the “Apply Now” feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com).

Following the August 7 closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the recruiters. A small group of candidates will be invited back in September to participate in interviews in Carlsbad. The City Manager anticipates making an appointment shortly thereafter, following the completion of negotiations and extensive background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the selected candidate.