

Information Technology Manager



CITY OF
VENTURA



THE COMMUNITY

Ventura is home to the 9th and last mission in California, San Buenaventura, founded in 1749. The City of Ventura is a California coastal community frequently considered one of America's most desirable places to live. With a phenomenal moderate climate, friendly people, and spectacular coastline. In 2017, *Sunset Magazine* called Ventura "the off-ramp to paradise" and "the best Southern California city to live in." *Men's Journal*, *Livability.com*, and the *Washington Post* have all agreed, featuring the area in their own "Best Of" lists in recent years.

Ventura is part of California's "Gold Coast Region," located just 30 miles south of Santa Barbara and 60 miles northwest of Los Angeles. Miles of golden beaches, a beautiful historic Downtown district, and a variety of arts, culture, and entertainment options make the City a popular tourist destination. The City's 32 parks and historic sites, over 800 acres of open green space, and state-of-the-art aquatic center provide recreation opportunities for individuals of all interests. Biking, hiking, kayaking, paddle-boarding, sailing, and surfing are all popular activities with both residents and visitors. The Channel Islands National Park is also accessible from Ventura Harbor, while championship golf, world-class shopping, wine tours, a thriving cultural scene, and more can all be enjoyed here.

With a population of 110,790, the City of Ventura is proud to be the home of engaged citizens who actively participate in improving the community and who banded together to rebuild following the highly destructive 2017 Thomas Fire. Ventura's public schools are characterized by award-winning, National Blue Ribbon, and California Distinguished Schools ratings, and the City's educational opportunities are rounded out by numerous private school options and five higher-education campuses.

CITY GOVERNMENT

The City of Ventura incorporated in 1866 and is a Charter city operating under a Council/Manager form of government. The City Council is comprised of seven Members who serve overlapping four-year terms. In November 2018, the City moved from at-large to by-district elections: four Councilmembers were elected by

District that month, with the remaining three Members to be elected by District in 2020. Until then, those positions are still at-large. The Mayor and Deputy Mayor are both chosen from among the Council to serve two-year terms, and the Council appoints both the City Manager and City Attorney.

Last October, the City Council unanimously selected Alex McIntyre to be Ventura's City Manager. Alex has a distinguished career in local government and most recently served as City Manager in Menlo Park, California. Alex is building a new executive team focused on organization excellence, positive progress, respect for the past, and outstanding community services.

A full-service City, Ventura is organized across ten major departments: City Manager; City Attorney; Finance & Technology; Human Resources; Community Development; Parks, Recreation & Community Partnerships; Fire; Police; Public Works; and Ventura Water.

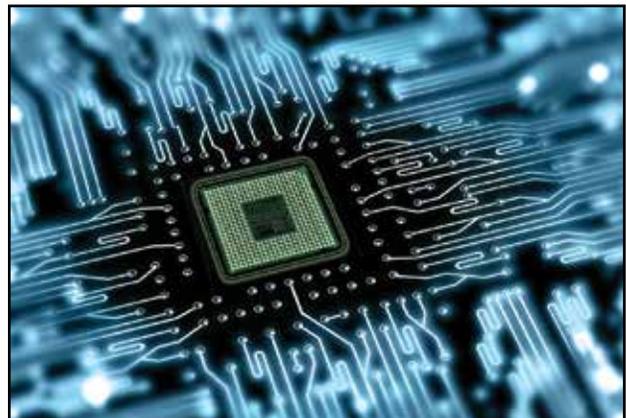
Approximately 640 staff members deliver key services to businesses, residents, and visitors to ensure that Ventura remains a fiscally stable, economically vibrant, safe, clean, and attractive community. The City is supported by a FY 2018-19 General Fund budget of \$118.5M. The Operating Budget is \$231M and the Capital Improvement Budget exceeds \$75M for the current fiscal year.

For more information on the City, visit <http://www.cityofventura.net>.

FINANCE AND TECHNOLOGY DEPARTMENT

The Ventura Finance and Technology Department is responsible for all fiscal, financial, information services, and technology activities of the City. It provides the business processes and systems that enable Ventura to function in an efficient and accountable manner and ensures proactive compliance with all applicable laws and regulations.

Finance and Technology operates through the divisions of Financial Services, Accounting, Treasury, and Information Technology. The Information Technology Division partners





with all City Departments and divisions to support the City's business operations and strategic plans through the application of effective and efficient technology. Among other responsibilities, IT oversees data center operations, network infrastructure, City website maintenance, City phone system and mobile carrier contract administration, computer hardware/software upgrades, and network data security. Supported Enterprise and Departmental systems include Geographic Information Systems (GIS), Enterprise Resource Planning (ERP), Public Safety Systems, e-Government Land Management, and Business Licensing.

The Information Technology division is led by the IT Manager, who has primary responsibility for City-wide information technology activities. This includes planning, organizing, directing, and coordinating the division's programs and activities; administering the City's infrastructure, applications, enterprise, GIS, communications, program management and customer service center areas; and administering the development and implementation of information technology management policies. Other responsibilities include overseeing the division budget, providing staff assistance to the Director of Finance and Technology, leading the City's Information Technology Steering Committee, and attending and participating in professional group meetings.

The Finance and Information Technology Department is supported by a total annual budget of \$13.7 million.

THE IDEAL CANDIDATE

The ideal candidate for this position will be an accomplished professional in contemporary information technology services. He/she will be an experienced manager with a consistent track record that reflects the ability to realize significant administrative and operational advancements through the implementation of new technology as well as the maximization of existing resources. The ideal candidate will also offer:

- A proven ability to lead change that entails the strategic selection, deployment and support of complex IT applications and systems in a full-service municipal environment;

- A willingness to partner and collaborate with stakeholders to achieve the strategic goals of the organization;
- The rare ability to identify diverse user needs, discern optimal functionality options, and develop creative solutions that support the City Council's vision;
- A reputation as a visionary with a vast knowledge of municipal Enterprise Resource Planning (ERP) systems and other various productivity applications;
- A superior track record in evaluating and implementing complex, enterprise wide business systems in thoughtful, collaborative, cost effective ways with manageable organizational disruption;
- Impressive familiarity with e-government business applications and other technical tools that improve customer experiences and maximize transparency;
- A collaborative approach to decision-making and problem solving;
- An awareness of industry best practices and relentless curiosity around relevant leading-edge innovations;
- The ability to lead and manage employees with divergent skills, roles and abilities;
- An exceptional blend of people skills and technology expertise along with the demonstrated success in mentoring and developing employees;
- Inspiration for people to work together for a common purpose fueled by a commitment to making a difference;
- Excellent communication skills and the ability to convey complex tech related information in understandable layperson terms;
- A strong team orientation ensuring the activities of his/her division are in alignment with the goals of the City; and
- Serves as a reliable source for promoting creative thinking and championing exceptional customer service.

In addition to the previously mentioned, a combination of education, training and experience equivalent to a bachelor's degree in computer science, computer





engineering, information systems or a related field and a minimum of five years of increasingly responsible information technology experience, including at least two years of supervisory experience, is required.

COMPENSATION & BENEFITS

The salary range for this position is **\$122,415 - \$164,037**. Placement within the range will be DOQE. **A 2.25% salary adjustment will be effective on 7/13/19**. In addition to salary, Ventura offers a competitive benefits package that includes, but is not limited to:

Retirement: CalPERS Retirement Plan - New members 2% at 62 as defined under PEPPRA; Classic members hired 7/23/11 or later - 2% at 60 with three-year final compensation; Classic members hired by the City prior to 7/23/11 - 2% at 55 single highest year. Employees make a 7% contribution.

Holidays/Administrative Leave/Vacation: 3 weeks/year paid vacation increasing to 4 weeks after 5 years; 12/year paid holidays; 80 hours/year administrative leave (no rollover or cash out).

Sick Leave: 96-hour bank upon employment and additional accrual of 4 hours monthly after 6 months of employment.

Medical and Dental Insurance: monthly employee contribution toward a selection of plans for employees and their dependents. There is an optional benefit, which may be applied toward medical insurance premiums.

Vision Insurance: City-paid coverage provided for employees and their dependents.

Medicare: employees participate only in the Medicare portion of Social Security; there is 1.45% payroll deduction for this benefit.

Deferred Compensation: City contributes \$441/year to a 457 Plan and will match \$1,650/year contribution by the employee, for a total benefit of \$2,091/year.

Auto Allowance: \$250/month.

Flexible Workweek: 9/80 workweek.

Other Benefits: life and disability insurance, management physical exam, employee assistance program, optional Section 125 plan, cell phone allowance may be available, tuition reimbursement, and a wellness program.

APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight on **Sunday, May 12, 2019**. To be considered for this opportunity, upload cover letter, resume and list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com.



Bob McFall • 818.429.4699
Teri Black • 424.296.3111
TERI BLACK & COMPANY, LLC
www.tbcrecruiting.com



Following the 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 one of the consultants. Candidates deemed to be the best qualified will be invited to interview in Ventura mid-June. The City Manager anticipates making an appointment shortly thereafter, following the completion of thorough 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 candidate impacted.

