

FINANCE & TECHNOLOGY DIRECTOR

City of Ventura, CA





JOIN A NEW TEAM

- Ventura's new City Manager is building a new executive management team focused on organizational excellence, positive progress, respect for the past, and outstanding community service.
- The Finance and Technology Director will be a leader in taking the City to the next level by modeling and encouraging innovation, engagement, and inclusion.
- The Director will provide strategic vision and tactical oversight for the operations and activities of the Finance and Technology Department which includes Treasury, Budget, Accounting, Payroll, Purchasing, and Information Technology.
- The Director will refresh the budget development process, improve internal budget management processes, and implement City Council, City Manager, and community priorities.
- The Director will administer Measure O, the City of Ventura's 25-year, 1/2 cent transaction and use tax passed by voters on November 8, 2016, to improve public infrastructure and protect the health and safety of Ventura residents.
- The Director will lead the City's exploration into developing a high-quality broadband infrastructure throughout the city to advance access to the digital economy to improve economic competitiveness, attract new businesses, and support existing businesses, students, educators, first responders, government, and unserved/underserved areas of the community.
- The Director will create and execute the City's first IT Strategic Plan and roll out the City's new ERP system.
- The Director will inspire department staff, collaborate with partners throughout the organization, and exemplify excellence.

SPECIAL CITY

The City of Ventura is one of the country's most livable communities – with miles of golden beaches; friendly people; a beautiful downtown district; a thriving business community; a variety of arts, culture and entertainment options; award-winning schools; and an abundance of outdoor recreation opportunities.

Ventura is a full-service City with a Fiscal Year 2018-19 combined budget of \$306,486,703 (\$231,223,039 operating, \$75,263,664 capital). The General Fund budget is \$118,505,382. Nearly 640 staff members focus on delivering key services to businesses, residents and visitors to ensure Ventura remains a fiscally stable, economically vibrant, safe, clean and desirable community.

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

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THE POSITION

The Director plans, directs, manages all aspects of the City's finance and technology portfolio. He/She acts as City Treasurer and provides highly responsible and complex professional financial and administrative assistance to the City Manager, City Council, operating departments and various boards and commissions. The Director will staff the Financial Advisory Board and Measure O Committee and serve as a member of the executive management team and, thereby playing a key role in city-wide decisions. *This position is designated as "at will," serving at the pleasure of the City Manager, and subject to discharge without cause and the right of appeal.*

Additional information is available at <https://www.jobapscloud.com/VEN/auditor/ClassSpecs.asp#F>.

MINIMUM QUALIFICATIONS

Candidates must have a combination of education, training and experience equivalent to a Bachelor's degree in public or business administration, accounting, finance, information technology or a related field, and five years of increasingly responsible experience managing the governmental financial and information technology operations of a municipal agency, including three years of responsible experience in a supervisory and management role. A Master's degree and/or certification as a Certified Public Accountant (CPA) is highly desirable.

The best qualified candidate will have knowledge of operations, services and activities of a comprehensive municipal financial management program; budget development, administration, and presentation; revenue projection and budgeting; accounting and financial reporting; public debt administration and investment; fund accounting, network-based computer applications and design; and effective operation of the City's Information Technology system.

The successful candidate will demonstrate the ability to exercise effective independent judgment in policy, personnel and budgetary matters; manage the City's debt and investment programs; evaluate the earnings potential of investment vehicles to make sound decisions that maximize financial return while safeguarding the City's assets; analyze and recommend the long-range fiscal impacts of City programs; plan, design, communicate effectively, persuasively, tactfully, and positively; and establish and maintain effective working relationships with other City staff, the City Council, external agencies, and members of the community.

COMPENSATION & BENEFITS

The annual salary range for this position is \$146,752 - \$196,649 year, DOQ. A 2.25% increase will occur on 7/6/19. Compensation also includes an attractive benefits package consisting of:

Medical & Dental Insurance: Monthly employer contribution toward a selection of plans for employees and their dependents. Medical insurance is effective the first of the month after date of hire. Dental insurance is effective the first of the second month after date of hire.

Vision Insurance: City paid coverage provided for employees and their dependents. Vision insurance is effective the first of the month after date of hire.

Deferred Compensation: The City contributes \$187.16 per month to a 457 Plan, and will match up to \$83.33 per month contributed by employee. Compensation limit is \$145,666.

Retirement: Tier I - 2% @ 55/Single Highest Year of Compensation for Classic CalPERS members who were hired prior to 7/23/11 and those who are returning to City employment. Employees make a 7% member contribution. Tier II - 2% @ 60/3-Year Final Compensation Period for Classic CalPERS members hired between 7/23/11 and 12/31/12 with less than a six-month break in service from another CalPERS or CalPERS-reciprocal agency. Employees make a 7% member contribution. Tier III - 2% at 62/3-Year Final Compensation Period for New CalPERS members hired on or after 1/1/13. Employees make a 6.25% member contribution.

Retirement Health Savings: Executive Management employees contribute 1% of salary to the plan.

Vacation: 4 weeks per year

Holidays: 12 paid holidays per year - 10 designated, 2 optional

Administrative Leave: 80 hours per year

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

Auto Allowance: \$350 per month

Flexible Workweek: A 9/80 workweek is available for some positions.

Other Benefits Include: life and disability insurance, executive physical exam, an Employee Assistance Program, optional Section 125 Plan, optional healthcare benefits if otherwise covered, cell phone allowance, tuition reimbursement, and a wellness program.

Ventura employees participate in the Medicare portion of Social Security. There is a 1.45% payroll deduction for this benefit.

HOW TO APPLY

Resume review begins February 22, 2019. Apply on-line at www.alliancerc.com.

Applicants are requested to hold March 20, 21 and 22, 2019 for possible interviews. Confirmations will be provided the week of March 11, 2019.

For questions and inquiries, please contact:

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