

Compensation and Benefits

The City of Oakland offers a highly competitive compensation and benefits program. The salary range for this position is \$109,551.12 - \$164,326.08 annually DOQ. The excellent benefits program includes:

- ◆ Retirement – The City participates in CalPERS (California Public Employees Retirement Systems) with a pension formula of 2.5% at 55 (for Classic PERS members) and 2% @ 62 for new PERS members. Employees contribute 8% of pre-tax wages.
- ◆ Health – The City participates in CalPERS Health Benefit Services. (\$160 for waiver).
- ◆ Dental – The City pays for dental coverage for employees and dependents.
- ◆ Vision - The City pays for vision coverage for employees and dependents.
- ◆ Vacation – The City offers vacation accrual at the rate of 10 days per year for first 4 years.
- ◆ Paid holidays – 12 holidays and 1 floating holiday per year.
- ◆ Management leave – up to 10 days per year at the discretion of the supervisor.
- ◆ Sick leave – Employees accrue 12 days per year.
- ◆ Term life insurance Paid by the City – benefit amount is up to \$200,000.
- ◆ Deferred Compensation – The City offers a 457(b) voluntary retirement plan, Flexible Spending Accounts and credit union services.



The City of Oakland is an EEO/ADA Employer.

The Process

To pursue this unique and exceptional career opportunity, please forward a letter of interest, your resume, including your current salary, and five work-related references (who will not be contacted until mutual interest is established) to:

Paul Kimura
Avery Associates
3½ N. Santa Cruz Ave, Suite A
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

The final filing date for this position is March 28, 2014.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424.



The City of Oakland



*invites your interest
for the position of*

Executive Director, Citizens' Police Review Board

The City and Community of Oakland

The City of Oakland has become an exciting and dynamic community on the move. A strong economic base, world-class arts and entertainment venues, an abundance of recreational options and a rich multicultural heritage combine to make Oakland a vibrant community. The City has emerged as a major economic force in the region. As a center for international trade, the Port of Oakland is the nation's fourth busiest container port in the Bay Area. The Oakland International Airport is served by 12 major domestic and international airlines. Forbes magazine previously selected Oakland as one of the Country's 10 best cities for business and careers, based on the City's diversified economy with a vast technology base.



The City's landscape is a picturesque mix of lovely hillside neighborhoods; urban chic; exciting and diverse architecture; a bustling waterfront; two shimmering lakes; 19 miles of shoreline along the San Francisco Bay; unparalleled Bay views; and more parks and open space per capita than any other city in the Bay Area. Jack London Square, the Waterfront area, and Lake Merritt provide tourists and residents several scenic touring options. High quality educational opportunities abound as six major universities, including U.C. Berkeley, are within a 40-mile radius. The extensive parks and recreation system provides numerous activities to support the active lifestyle of local residents. Sports enthusiasts enjoy year round professional events including the Raiders, the Warriors, the A's, and four additional professional sports teams in the Bay Area. Oakland's geographic location provides close proximity to San Francisco, Napa and Sonoma Wine Country, Silicon Valley, and miles of beautiful coastal and mountain regions. Nestled between the San Francisco Bay and the coastal hills, Oakland enjoys temperate and balmy weather year round with temperatures in the mild 50's and 60's in the winter and spring, and 70's throughout summer and fall.

Oakland is one of the nation's most diverse and ethnically integrated cities. With approximately 400,000 residents who collectively speak more than 100 languages and dialects, the City represents the aspects of a multicultural urban setting. Oakland enjoys a large Chinatown, historic neighborhoods, and a tradition of working closely with the entire community. Oakland truly represents an ideal community in which to live, work and play.

City Government and the City Administrator's Office

Oakland has a Strong-Mayor form of government that includes eight Council members. The voters elect seven Council members by district and the eighth at-large. Elections are held every four years for the Mayor with Council elected on a rotating basis.

The City Administrator is responsible for the day-to-day operations of City agencies and departments. Appointed by the Mayor, the City Administrator directs City agencies and departments to ensure proper implementation of Mayor and City Council goals and policy directives. In addition to overseeing the City agencies and departments, the City Administrator's Office provides direct services through the following divisions and work units including the Budget Office; the Citizen's Police Review Board; Contracts & Compliance; Economic & Workforce Development; Employee Relations; KTOP-TV10; Neighborhood Investment; Neighborhood Services; Nuisance Abatement; the Public Ethics Commission; and Special Permits.

As one of the ten divisions within the City Administrator's office, the Citizens' Police Review Board (CPRB) is committed to ensuring that Oakland has a professional police department whose members perform with integrity and justice. In representing the community, the goal is to improve police services to the community. To ensure police accountability, the nine-member CPRB provides the community with a public forum to present its concerns on policy matters and individual cases alleging police misconduct.

The Position

The Executive Director of the CPRB reports directly to the City Administrator; oversees the administration and operations of the CPRB; and manages a staff of four employees. The director works closely with the appointed Board to achieve the CPRB goals and objectives. The CPRB Director is responsible for planning, organizing and coordinating CPRB support activities and operations consistent with the CPRB mission; overseeing the process and review of citizen complaints; planning and developing program policies; and, as assigned, performing other related work.

Among the key priorities for the Director is to expand and enhance community outreach efforts. This necessary outreach will continue to increase awareness about the CPRB, educate the public about CPRB services, and create a more active environment for the community to provide ongoing input to the CPRB. Operationally, there is a need to strengthen investigative capabilities through training, staff development and mentorship as well as to better equip board members through ongoing training. The division is well resourced as the City Council committed significant funding for training, technology and staffing.

The Ideal Candidate

The ideal candidate for this position will be a seasoned, and effective manager with extensive investigatory experience. He/she must have the ability to build relationships of trust, respect, credibility, and confidence in the community on behalf of the CPRB. The Executive Director will have a proven track record with personnel management and the ability to advocate on behalf of an organization. A strong, independent candidate will be able to enhance the CPRB, strengthen community awareness and support for the CPRB, and facilitate dialogue about a variety of issues to build consensus. A leadership style that fosters a sense of teamwork, mentorship and professional development will be essential in expanding the capacity and skills within the division.

The Director will also be a creative and innovative thinker, possess cultural awareness, communicate effectively in both verbal and written form, have excellent customer service skills, and exhibit an approach characterized by moral integrity, openness, fairness, sincerity, and responsibility for actions taken. In addition the Director will display a knowledge of restorative justice and civil rights. This position will require a high level of political acumen while operating in an apolitical manner.

A background that includes at least five years of progressively responsible experience conducting civil, criminal or factual investigations is required. This experience must involve gathering, analyzing and evaluating evidence, conducting interviews with a variety of witnesses, and documenting information in written form. Applicable experience would include: criminal investigations conducted for a prosecuting agency; criminal defense investigations in the public sector; investigation of misconduct or ethical violations allegations (especially involving public officials or police officers);

investigations conducted in connection with litigation or hearings conducted by a government agency; personnel investigations; investigations related to abuse of civil or human rights; and investigations and audits of fraud or abuse. Three years of supervisory experience is highly desired.

An educational background including a Bachelor's degree from an accredited college or university in a field directly related to public administration, criminal justice or law enforcement is required. A Juris Doctorate degree, a license to practice law, or a Private Investigator Certificate is highly desirable. Knowledge and experience with Copley law and bi-lingual speaking skills are preferred.

This position is an "at will" position, exempt from the provisions of the City of Oakland Civil Service Rules.

