

Compensation and Benefits

The City of Oakland offers a highly competitive compensation and benefits program. The salary range for this position is \$10,328 - \$15,493 per month. 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.
- ◆ 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 May 2, 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*

**Employee
Relations
Director**

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 speak more than 100 languages and dialects, the City represents the best 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-Mayoral 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 departments. Appointed by the Mayor, the City Administrator directs City - departments to ensure proper implementation of Mayor and City Council goals and policy directives. In addition to overseeing the City 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; Equal Opportunity Program; Neighborhood Investment; Neighborhood Services; Nuisance Abatement; the Public Ethics Commission; KTOP-TV10; and Special Permits.

As one of the 10 divisions within the City Administrator's office, the Employee Relations Department is responsible for the City's major labor and employee relations programs including contract negotiations and disciplinary and grievance matters. The Department works closely with the Budget Office and the Department of Human Resources Management in developing and implementing bargaining agreements and labor contracts and provides expert professional labor relations consultant services to the City Administrator and citywide management. Oakland has a complex political environment with labor groups that are highly engaged. This environment coupled with tough fiscal times creates challenges at the bargaining table as well as throughout the organization. There are currently 10 bargaining units: Service Employees International Union (SEIU) Local 1021, SEIU Local 1021 Part-Time, Oakland Police Officers' Association, Oakland Police Management Association, International Association of Firefighters (IAFF) Local 55, International Federation of Professional and Technical Engineers (IFPTE) Local 21, International Brotherhood of Electrical Workers (IBEW) Local 1245, two units representing City Attorney staff and the Confidential Management Employees Association (CMEA).

The Position

The Employee Relations Director (ERD) reports to the City Administrator and oversees the Employee Relations Department that has a staff of five FTEs (1 Director, 2 principals, 1 senior and 1 technician). The Director is responsible for overseeing collective bargaining activities and other employee relations matters requiring interaction with represented employees associations and unions. In addition, the ERD serves as an internal consultant and trainer for citywide management, providing advice and guidance in disciplinary and grievance issues as well as interpretation and implementation of labor agreements. As a representative of management, the ERD not only may serve as the City's chief negotiator in difficult and complex negotiations but also direct the activities of outside professional negotiators that the City contracts with from time to time.



The Ideal Candidate

The ideal candidate for this confidential position will be a seasoned and collaborative employee relations professional who understands the interconnectivity of City operations, fiscal priorities and a high performing workforce. He or she will need to be able to develop and maintain positive working relationships with staff, other department directors and employee representatives. He or she will form partnerships with citywide departments to support and foster a working environment that can maximize organizational performance. Approachable, calm and unflappable, the preferred candidate will be comfortable in high-pressure situations and able to lead a team toward a mutually satisfactory conclusion. A leadership style that

fosters a sense of teamwork, mentorship and professional development will be essential in expanding the capacity and skills within the department. The Director will be expected to partner with department managers to craft labor agreements and procedures that maximize organizational performance.

The Director will also be a creative and strategic thinker, possess cultural awareness, have excellent customer service skills, and exhibit an approach characterized by moral integrity, openness, fairness, sincerity, and responsibility for actions taken. His or her communication style will be characterized by not only strong written and verbal skills but also a keen appreciation of the importance of listening. This position will require a high level of political acumen while operating in an apolitical manner.

Background will include at least five years of progressively responsible experience in labor relations and management including at least four years in a supervisory or management capacity with at least three years as a Chief Negotiator. Educational background will include a Bachelor's degree from an accredited college or university in labor relations, human resources, public or business administration, social science or closely related field. A Master's degree is highly desirable. This confidential position is an "at will" position, exempt from the provisions of the City of Oakland Civil Service Rules.