

## Compensation and Benefits

The annual salary range for the Human Resources Director is \$128,964 to \$164,568. Appointment in the range will be made depending upon qualifications. The City also offers an attractive benefits package, which includes:

- ◆ Retirement: CalPERS 2% at 62 formula for new members; 2% at 60 formula for classic members.
- ◆ Health Insurance: City pays up to \$1,857.62 for employee plus family. (Cash in lieu of health insurance coverage is \$200 per month).
- ◆ Dental and Vision Insurance Plans: City paid for employee and family.
- ◆ Life Insurance: \$25,000 group term life insurance.
- ◆ Vacation: Up to 20 days after 15 years of service (negotiable based on candidate's current accrual rate and total years of service).
- ◆ Sick Leave: 12 days per year.
- ◆ Administrative Leave: 80 hours per year.
- ◆ Holidays: 13 days per year.
- ◆ Vehicle Allowance: \$120 per month.
- ◆ Longevity Pay: 2.5% of salary after 10 years of service.
- ◆ Long Term Disability: maximum monthly benefit of \$10,000.
- ◆ Retiree Health Incentive: \$89 plus \$119 PERS city monthly contribution (50 years of age/5 years of service).
- ◆ Additional Benefits: City offers additional benefits such as additional life and other insurances, Deferred Compensation program, tuition reimbursement, etc.



## The Process

If you are interested in pursuing this highly desired career opportunity, please forward a letter of interest, your resume, current salary and the names and phone numbers of five professional references to:

Bill Avery or Ann Slate  
Avery Associates  
3½ N. Santa Cruz Ave., Suite A  
Los Gatos, CA 95030  
E-mail: [jobs@averyassoc.net](mailto:jobs@averyassoc.net)

The final filing date is March 14, 2014.

If you have any questions regarding this position, please feel free to contact Bill Avery at 408.399.4424 or Ann Slate at 805.459.5132.



# The City of Santa Cruz



*invites your interest  
for the position of*

## Human Resources Director

*photos courtesy of redbat*

## The City of Santa Cruz

Santa Cruz is located in one of the most beautiful areas in California, on the sunny, northern side of the Monterey Bay, 70 miles south of San Francisco and 30 miles southwest of San Jose. Situated between magnificent redwood forested mountains and the Pacific Ocean, Santa Cruz is one of California's most popular seaside resorts, with twenty-nine miles of beaches and the historic Beach Boardwalk seaside amusement park. The mild, Mediterranean climate invites all to enjoy the numerous forest and mountain trails, spectacular ocean vistas, and rich and varied marine life. Recreational facilities in the Santa Cruz area include seventeen state parks and beaches, five golf courses, and a small craft harbor. Santa Cruz offers a full range of activities for water sports enthusiasts, including kayaking, sailing, ocean fishing, and surfing.



The City's population is 62,000. However, the City of Santa Cruz serves a much larger population as the regional center and county seat of Santa Cruz County. Downtown neighborhoods are a historical treasure, with a significant number of Victorian homes and turn of the century buildings. The downtown business district is a vibrant commercial and entertainment hub.

Santa Cruz is known for its excellent public education system, as well as many exceptional private schools. Higher education is provided by the University of California, Santa Cruz and Cabrillo Community College.

Visit the City's website at [www.cityofsantacruz.com](http://www.cityofsantacruz.com) to learn more about this interesting and exciting community.

## The Organization and the Human Resources Department

The City of Santa Cruz is a charter city with a seven-member City Council that is elected at large. Santa Cruz maintains a work force of approximately 776 regular employees and several hundred temporary employees. City Departments include: City Manager, Human Resources, Information Technology, Finance, Parks & Recreation, Planning and Community Development, Public Works, Economic Development and Redevelopment, Water, Police, and Fire. In addition to a full range of General Fund services, the City of Santa Cruz provides regional water and sewer services, in-city refuse and recycling collection, and operates a sanitary landfill.



The City also operates regional services, including the City/County Public Library System, along with unique services such as a municipal wharf, beach and lifeguard services, open space management, a civic auditorium, and a municipal golf course. Santa Cruz is a politically active community with numerous boards and commissions that contribute to the governmental process.

Like most California cities, Santa Cruz has faced major budget challenges for several years, but is cautiously optimistic given the City's healthy fund balance and positive regional economic indicators. In 2011,

the City merged the departments of Human Resources and IT in an effort to save costs and increase efficiencies creating an Administrative Services Department. Recently that decision has been revisited and the two original departments have been reinstated. The Human Resources Department is responsible for a comprehensive human resources program, including labor relations, recruitment and selection, employee benefits and workers' compensation programs, equal employment opportunity, classification and compensation, Citywide training and the volunteer program. The department consists of 11.5 FTEs.

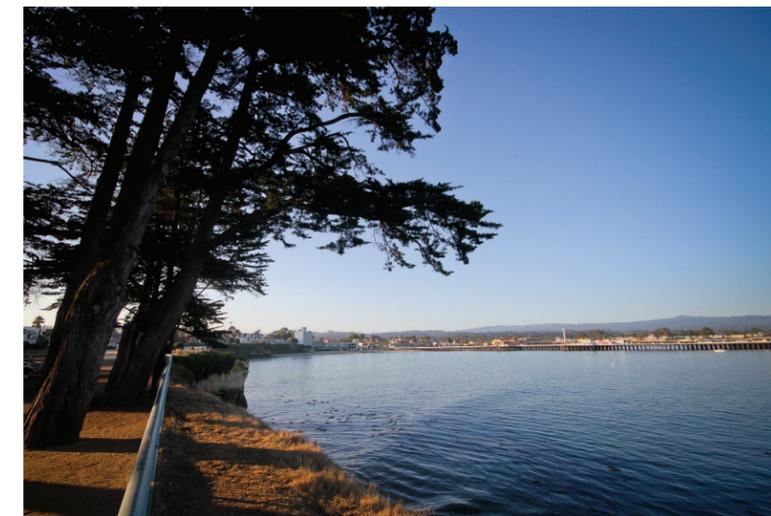
## The Position of Human Resources Director

The City is seeking a skilled and experienced executive manager who will be able to lead and inspire a competent and committed staff of human resources professionals. With the reestablishment of the HR Department comes the expectation that the new director will strengthen the role of the department within the organization as a key resource and strategic partner. The Director will be relied upon heavily as a professional advisor to the City Manager and a consultant to department directors.

Providing leadership to the HR Department Team and driving a variety of organizational development initiatives such as succession planning, performance management and employee engagement will be priorities. Since employee contract negotiations recently concluded with the next round scheduled for 2015, collective bargaining with the City's eight bargaining units will not be an immediate focus. However, the Director plays a significant role and needs to be a seasoned labor relations professional experienced in negotiating with professionally represented employee associations and unions.

## The Ideal Candidate

Of utmost importance to the organization, the Human Resources Director needs to be a strong leader and manager who has superb interpersonal and communications skills. Experience in organizational development, employee motivation, team building and conflict resolution will be essential for success in this position. The Director will be an innovative, critical thinker who is comfortable addressing sensitive and problematic issues and has a reputation for honesty, candor and high ethics. The new Director will be committed to a participatory and collaborative management approach. A deep commitment to excellence in public service and a vision of Human Resources' role in shaping the culture of the organization will be important. It is important that the Manager have a solid background in personnel management and administration and a good understanding of best practices and policies.



The Human Resources Director will be required to possess a combination of education and experience that demonstrates broad and extensive knowledge of public sector human resources, including a BA/BS in Business/Public Administration, Human Resources Administration or a related field with a Master's degree desirable.