

Compensation and Benefits

The City of Oxnard offers a comprehensive and competitive compensation and benefits package. The base salary range for this position is \$163,290 – \$224,523 annually DOQ. The attractive benefits package includes:

- ◆ CalPERS Retirement Plan – New members 2% @ 62 as defined under PEPPRA; classic members 2% @ 55. The City participates in Medicare but not in Social Security.
- ◆ Deferred Compensation: City will contribute 3% of base salary.
- ◆ Annual Leave – 186 hours each year; increasing to 314 hours after 5 years of service. The City also provides 80 hours of annual Administrative Leave.
- ◆ Holidays – City observes 10 holidays each year.
- ◆ Medical and Dental Insurance – City provides \$647 per month to use towards medical premiums and \$66.79 for dental premiums or to use as taxable income if employee provides proof of other coverage. Retiree medical insurance coverage is provided through PEMCHA with the City making the minimum contribution.
- ◆ Life Insurance – The City provides life insurance in an amount equal to one times annual earnings plus \$5,000. Additional coverage for the employee and dependents is available at group rates.
- ◆ Long Term Disability – The City provides coverage at no cost to the employee.
- ◆ Wellness Program – The City provides \$500 per fiscal year for reimbursement of medical exams, health club membership, or fitness equipment.



The benefits listed are under review and may be revised consistent with market standards.

The Process

If you are interested in pursuing this unique and exceptional career opportunity, please submit (email preferred) a cover letter of interest, resume, salary history and contact information including email addresses for five work-related references (references will not be contacted until mutual interest is established) to:

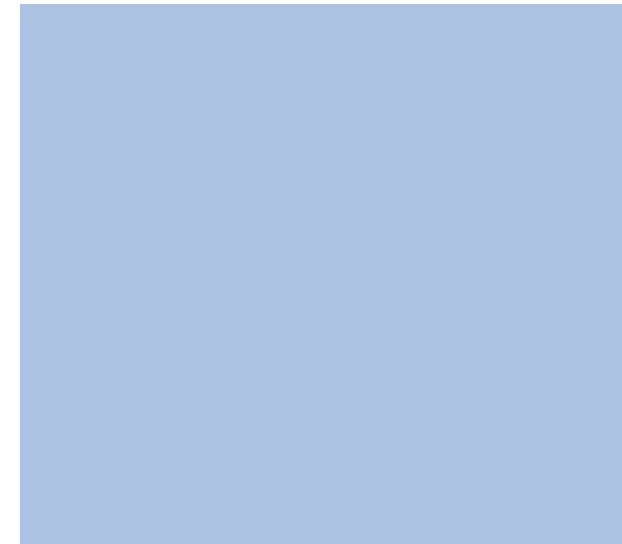
Bill Avery or Ann Slate
Avery Associates
3½ N. Santa Cruz Ave., Suite A
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net



The final filing date for this position is February 9, 2015.

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

The City of Oxnard is an Equal Opportunity Employer and welcomes applications from all qualified applicants. Additional information about the City of Oxnard can be obtained on the City's website at: www.ci.oxnard.ca.us.



The City of Oxnard



*invites your interest
for the position of*

**Assistant
City
Manager**

The City of Oxnard

Located on the beautiful Southern California coast, the City of Oxnard is the largest and most populous city in the County of Ventura with over 200,000 residents. Nestled about 60 miles northwest of Los Angeles and 35 miles south of Santa Barbara, Oxnard prides itself on its rich diversity and culture. Although agriculture remains a major industry, Oxnard enjoys an expanding economy based on a healthy combination of agriculture, commercial and manufacturing development, tourism, and the U.S. Navy.



Oxnard's 2030 General Plan strikes a balance between the beauty of the City's agricultural heritage, while continuing to accommodate dynamic changes. Residents enjoy an unsurpassed quality of life enhanced by the clean air of this coastal community, the charm and solitude of the nearby Los Padres National Forest, and the cultural and educational amenities of a vibrant urban setting. This very diverse community includes acres of new housing. Local assets include two thriving military bases, a full service deepwater port, master planned industrial parks, prime commercial and retail sites, a regional medical center and hospital and flourishing community college. In addition, there are golf courses, marinas and wonderfully landscaped streets. There is a small town atmosphere in this seaside city where fields of strawberries flourish along many roads, and the Mediterranean climate is unexcelled. It is an ideal coastal community.

The population has grown significantly in the last fifty years providing many challenges to local government and residents. Oxnard continually offers many opportunities for its enterprising and forward-thinking business community. As Oxnard has evolved through all these changes, it has worked hard to maintain a "business friendly" atmosphere.

This city by the Pacific Ocean is an ideal place to raise a family, where Oxnard residents enjoy a spirit of community pride. With its attractive residential areas located among tree-lined streets, parks and beaches Oxnard provides a wide variety of housing choices. An ideal location with white sandy beaches, oceanfront recreation and outdoor adventures, award winning festivals and friendly neighborhoods, Oxnard offers an exceptional quality of life.

City Government

Oxnard is a full-service city operating under the council-manager form of government. The City Council consists of an elected



Mayor holding a two-year term and four council members elected at large for four-year overlapping terms. Also directly elected are the City Clerk and City Treasurer.

The City Council appoints the City Manager and City Attorney. Oxnard has a current all-funds budget of over \$358 million, which includes the General Fund of almost \$113 million. The City employs just over 1,200 authorized full-time equivalent employees.

The City Manager's Office has a budget of approximately \$1.2 M that fund the positions of Assistant City Manager, two Deputy City Managers, Legislative Affairs Manager, Management Analyst and three support staff. This team is responsible for Community Relations and Community Access TV, Legislative Affairs, Neighborhood Services, Public Information and Special Projects. In addition, the Office oversees the activities of three divisions: Recreation and Community Services, General Services (facilities, fleet management, parks maintenance, street lighting, landscape assessment and the golf course) and Information Systems including document publishing, GIS, telecommunications, and the citywide network. Providing support to the City Council, the Commission on Community Relations, and the Neighborhood Council Program with 47 designated councils are additional responsibilities of the Office.

The Position and the Ideal Profile

First and foremost the new Assistant City Manager will have a proven track record and genuine commitment to public service that emphasizes the importance of public outreach and citizen engagement. He or she will be joining a new City Manager who is leading an organizational transformation initiative. The City Manager intends to create an organization focused on excellence and service with a passion for implementing best practices. The ACM will be instrumental in carrying forward the vision of improved organizational effectiveness throughout the city organization. Strong management and administrative experience coupled with excellent interpersonal skills will enable the successful candidate to build credibility within this complex organization and the diverse community that it serves. Open and approachable, energetic and enthusiastic, collaborative yet decisive when



needed, the ACM will be relied upon by the CM to assist with oversight of certain departmental operations. A specific portfolio of responsibilities over functional areas will be dependent upon the background of the successful candidate.

A typical way of obtaining the required qualifications is to possess the equivalent of eight years of increasingly responsible administrative experience in municipal government and a Master's degree in public administration, business administration or a closely related field.

