

Compensation and Benefits

The salary range for the Human Resources Manager is \$106,517 - \$149,573 annually, depending on the experience and qualifications of the successful candidate. This position also offers longevity bonuses and eligibility for Supplemental Cash Payments.

Santa Cruz METRO also offers an attractive benefit package that includes a CalPERS defined benefit pension, retiree health care assistance for the employee and family, life insurance, disability insurance, and full medical, dental and vision coverage. The district also offers generous leave and holiday benefits. Relocation assistance may be offered upon authorization of the General Manager/CEO.



Santa Cruz METRO is an Equal Opportunity Employer

The Process

To be considered for this exceptional career opportunity, please submit (email preferred) your cover letter, 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:

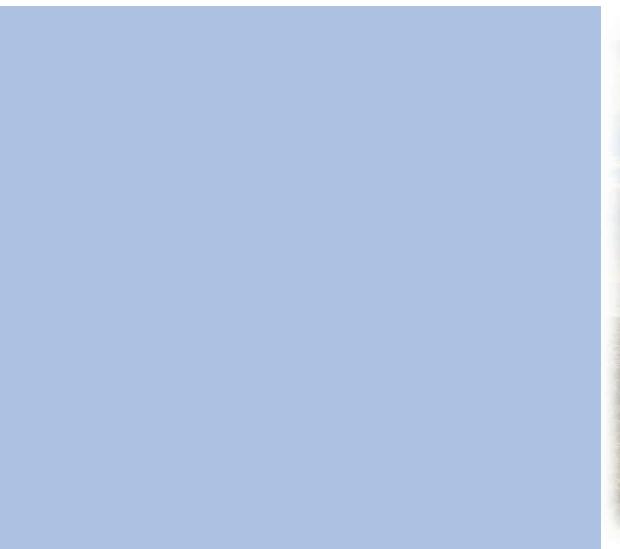
Bill Lopez
Avery Associates
3½ N. Santa Cruz Ave., Suite A
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net



Following preliminary evaluation of the applicant pool, those selected for additional consideration may be asked to complete a supplemental questionnaire prior to formal interviews with Santa Cruz METRO.

The final filing date is December 27, 2016. Interviews and final appointment are anticipated to conclude by the end of January 2017, with a February 2017 start date desirable.

If you have any questions or wish to explore this opportunity further, please contact Bill Lopez by email at williaml@averyassoc.net or by phone at 408.888.4099.



Santa Cruz Metropolitan Transit District



*invites your interest
for the position of*

**Human
Resources
Manager**

The Community and Service Area

Situated at the northern tip of the picturesque Monterey Bay, Santa Cruz County is ideally located 65 miles south of San Francisco, 35 miles north of Monterey, and 35 miles southwest of San Jose and the Silicon Valley. The county has a population of over 260,000 residents and four incorporated cities: Santa Cruz (pop. 62,000), Watsonville (pop. 52,000), Scotts Valley (pop. 11,700) and Capitola (pop. 12,000). Santa Cruz County provides an exceptional quality of life with over 29 miles of pristine beaches, majestic redwood forests, an abundance of outdoor activities, a thriving wine industry, and temperate year round weather. The sun shines 300 days a year as residents enjoy a Mediterranean climate, low humidity and mild weather cycles. The State of California owns and maintains over 42,000 acres of parks in the coastal and mountainous areas of the county. The local educational system includes: U.C. Santa Cruz, Cabrillo Community College, and a number of highly rated high schools. The local economy is strong, highlighted by the industries of agriculture, tourism, and technology and a robust service sector. Santa Cruz County presents an ideal location in which to live, work and play.



The Organization

The Santa Cruz Metropolitan Transit District (Santa Cruz METRO) was established in 1969 as the sole public transit operator for Santa Cruz County. Santa Cruz METRO is now a medium-size transit system that provides safe, reliable transit services for the County's citizens in an area that encompasses 441 square miles. The district provides fixed route transit and paratransit services that link communities to employment, schools, commercial centers and recreation/tourism destinations, along with services for the County's four cities. METRO takes pride in its paratransit program, METRO ParaCruz, offering accessible door-to-door shared rides for people who are not able to use the bus due to a disability.

Santa Cruz METRO partners with the University of California at Santa Cruz and Cabrillo College to provide students and staff with essential transit services. METRO also operates the popular Highway 17 Express to connect commuters to Silicon Valley and transit centers, including Amtrak, Caltrain, and light rail. Local bus service includes 41 routes, making approximately 1,000 stops. METRO's rolling stock includes a fleet of 100 buses and 42 paratransit vehicles carrying over six million passengers annually. METRO operates four transit centers located in Santa Cruz, Watsonville, Scotts Valley and Capitola.



The Position and Ideal Candidate

The Human Resources Manager reports to the General Manager/CEO and is a key member of the Executive Team, responsible

for all facets of human resources. This position will bring a service oriented, proactive and facilitative approach to meeting internal and external customer needs in a resource lean environment. Developing and maintaining positive working relationships and influential leadership to peer department heads, while serving as advocate for all employees, will be essential in this role. The HRM leads an HR department that includes an Assistant HR Manager and three other professional and para-professional staff.

Equal Employment Opportunity programs will be a challenge in light of recent changes to federal requirements for transit districts. METRO takes pride in its outstanding record of EEO compliance and commitment to diversity, and as a progressive service provider and employer has a strong interest in maintaining its positive image and relationships with regulators and the public.

The HRM will be challenged to create and update a range of HR policies. While the district has made efforts to maintain current and compliant policies and practices, the rapidly changing pension, healthcare and EEO environment will require ongoing vigilance and responsiveness. Workers' Compensation is another area of rapid change that must be monitored and managed for fairness to employees and cost to the employer. A Third Party Administrator, supervised by the HRM, handles Workers' Compensation claims.

In the classification & compensation function, there is a need to develop a program and implementation strategy to address concerns with internal compensation relationships and titling conventions at various levels of the organization. Internal to the HR operations, the HRM will develop and enhance staff skills and capacity through positive leadership, mentorship and role modeling. Organizational development is another priority, with a need for improvements in the development and delivery of formal management-training programs.

Labor and employee relations experience is preferred, as the HRM will have frequent interface with the district's two major labor units and will assist the CEO in addressing a variety of programs and employee relations matters. She/he will play a role on the district's labor negotiating team, either as a member or in support of the team.

The ideal candidate will have a progressive leadership style, which will be vital in serving as a business partner to METRO operations and in addressing and resolving complex organizational issues. The HRM will be a creative, results oriented and flexible HR generalist with the capacity to leverage resources in delivering services. A pragmatic problem-solver with a collaborative working style and a strong professional work ethic combined with passion and enthusiasm for public service are critical attributes for the successful candidate. Excellent verbal and written communication skills are expected in this role.

This position requires a minimum of six (6) years of progressively responsible professional experience in Human Resources administration, with at least two (two) year's experience in a supervisory capacity. Direct experience in public sector HR and Labor relations is important. A Bachelor's degree with a major in Public/Business Administration, Human Resources Management, or a related field is required. A Master's degree is desirable.

