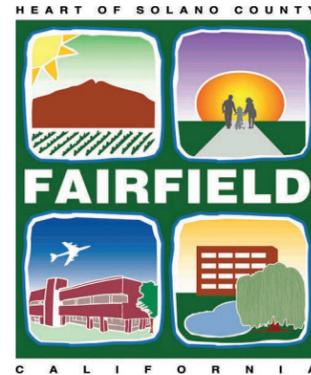


Compensation and Benefits

The salary range for this position is \$103,280 - \$125,538 annually, commensurate with experience. The City offers an excellent benefits package that includes:

- ◆ Scheduled salary increases of 4% in July 2019 and July 2020
- ◆ Retirement: PERS 2.5% @ 55 formula with 3-year average for Classic CalPERS members, with employee paying 10.5%. New CalPERS members are on a 2% at 62 formula with employees paying 6%.
- ◆ Deferred Compensation: 401(a) plan: Eligible on date of hire; enrollment is optional. City contribution is 8.24%; mandatory employee contribution is 4.10%. 457 plan: Eligible on date of hire; enrollment is optional. If employee chooses not to participate in the 401(a), the City's contribution to a 401(a) will be added to the 457 contribution, but only if the employee contributes at least 4.10%.
- ◆ Health/Dental/Vision Programs: Eligible first day of first month after date of hire. The City provides generous contributions towards medical, dental and vision plans. Please see current rate sheets in Employee Benefits Guide for more information.
- ◆ Vacation: 10 days of vacation annually for the first 3 years of employment, up to 25 days after 20 years of service. The vacation accrual may be converted to cash as it is earned in compliance with the MOU.
- ◆ Personal Leave: 144 hours per year of personal leave which may be converted to cash as it is earned.
- ◆ Sick Leave: 12 days of accrued sick leave per year.
- ◆ Holidays: 13 paid holidays per year.
- ◆ Basic/Additional Life Insurance: City pays equal to 1.5 times annual salary for a Life and Accidental Death/Dismemberment policy to a maximum of \$150,000.
- ◆ A 9/80 work schedule with the 1st and 3rd Fridays off each month.



The Process

If you are interested in pursuing this unique and exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume, and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

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



This recruitment is open until filled. The first review of applications is 12:00pm on December 21, 2018. Applications received before this date will be considered, and the position may close without notice. Interested applicants are encouraged to apply immediately.

If you have any questions regarding this position contact Paul Kimura at 408.399.4424 or paulk@averyassoc.net or Sam Avery at 408.399.4424 or samuella@averyassoc.net.



The City of Fairfield



*invites your interest
for the position of*

**Senior
Housing
Project
Manager**

The Community

Lying in the heart of Solano County, the City of Fairfield (population 116,266) is a vibrant and diverse community with respect for its heritage and a vision for the future. As the County Seat, Fairfield represents a diverse economy in the heart of one of California's fastest growing counties. An excellent quality of life, abundant recreational options, a range of housing from workforce to executive, and an array of retail options make Fairfield a great place to live, work and play.



Fairfield includes, and is surrounded by, some of northern California's most beautiful landscapes. Fairfield is located within the California Coastal Range, centered directly north of Suisun Bay, northeast of San Pablo Bay, east of the Sacramento Valley, and is midway between Sacramento and San Francisco. The City's strategic location, extensive transportation networks, and available land and buildings with space for office, industrial, retail and commercial users, make Fairfield a prime location. Businesses take advantage of Fairfield's well-trained and diverse labor force. Fairfield's proximity to universities and training centers makes it easy to staff a company with high quality professional people.

There are two school districts (Fairfield-Suisun Unified and Travis Unified), providing highly rated educational opportunities for residents, which serve the City. Fairfield also offers quality parochial schools, pre-schools and daycare centers. Outstanding public and private universities are also within an easy commute.

In Fairfield, festivals and community activities are abundant year-round. The intimate 380-seat Downtown Theatre hosts a broad range of entertainment from comedy to musicals and opera to high drama. The City also sponsors a variety of sports and entertainment activities for the young and young at heart. Preschool, art, crafts, dance, music and nature study programs are offered at the city's modern and well-equipped Community Center. A network of parks with jogging and bike paths within and around the City offers ample opportunities for hiking, picnics, and other outdoors activities. In addition, two championship public golf courses are available for golf enthusiasts.

City Government

The City of Fairfield is a full-service city operating under a City Council/City Manager form of government. The City Council includes a Mayor, Vice-Mayor, and three Council members elected to four-year, staggered terms. The City Clerk and the City Treasurer are elected positions, while the City Manager and City Attorney positions are appointed by the City Council. Fairfield has a FY 2018-19 operating budget of \$296 million comprised in part of a \$98 million General Fund, and has a workforce of 558 FTEs. City operations are organized into eight departments: City Manager's Office, Human Resources, Finance,



Community Development, Parks & Recreation, Fire, Police and Public Works.

The Position and Ideal Candidate

The Senior Housing Project Manager (SHPM) is expected to create a foundation for an active and vibrant workforce housing program effort for the City of Fairfield that is an essential priority for the City. This high profile role reports to the city's Economic Development Manager, and will be at the forefront of citywide workforce housing efforts.

The priorities associated for this role include the development and implementation of a comprehensive marketing and outreach effort towards the development community. Fairfield has long been "development friendly" with a streamlined review process, but large scale, high density and vertical construction are new opportunities that can take advantage of the City's efficient entitlement process. The correlating development of programs and policies to facilitate rapid approval for new workforce housing development will be essential in this role. The highly visible nature of these efforts will require major interaction with the City Council, city management, the local community and the development community. It's expected the new SHPM will have a large network of housing developer contacts and be well versed in workforce housing project development.

Leadership skills are critical to this position and the ideal candidate must possess a record of successful results in forging relationships with public and private sector partners and with community organizations. The ideal candidate for this position will have a proven track record in administering successful workforce housing programs, including significant financial and budgetary experience, entitlement review experience, construction management knowledge and strong strategic planning skills.

Of utmost importance is the candidate's ability to communicate clearly, both orally and in writing, to community leaders, developers, agency partners, city management and elected officials. A background that includes five years of supervisory experience in workforce housing programs, including work related to housing rehabilitation and conservation, development of inclusionary units, first time home buyer programs, and relevant policy development in progressively responsible positions is required. An educational background that includes a Bachelor's degree from an accredited college or university in a related field is also a requirement. A Master's degree is preferred.

