

## Compensation and Benefits

The City of Hawthorne offers a competitive salary and benefits package. The salary for this position is open and negotiable, dependent on qualifications. The benefits package includes:

- ◆ Retirement: City offers CalPERS with a 3% @ 60 formula for Classic members or 2% @ 62 for new members as defined by PEPPRA, subject to the limitations set by PERS. The City pays 8% of the Employee Contribution (EPMC). The City does not participate in Social Security.
- ◆ Vacation – Accrual at the rate of 80 hours per year.
- ◆ Administrative Leave – Accrual at the rate of 80 hours per year.
- ◆ Holidays – Twelve (12) designated holidays and 32 hours of floating holidays annually.
- ◆ Health, Dental & Vision - The City offers CalPERS medical plans which include HMO and PPO options for health and dental insurance coverage and pays the employee premium
- ◆ City benefits also include a voluntary Deferred Compensation program, life insurance, ADD, LTD, and a Flexible Spending Account.
- ◆ Work Schedule – The City operates on a 9/80 work schedule with City Hall closed on alternate Fridays.



## The Process

To be considered for this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at [www.averyassoc.net/current-searches/](http://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 called until after an interview takes place).

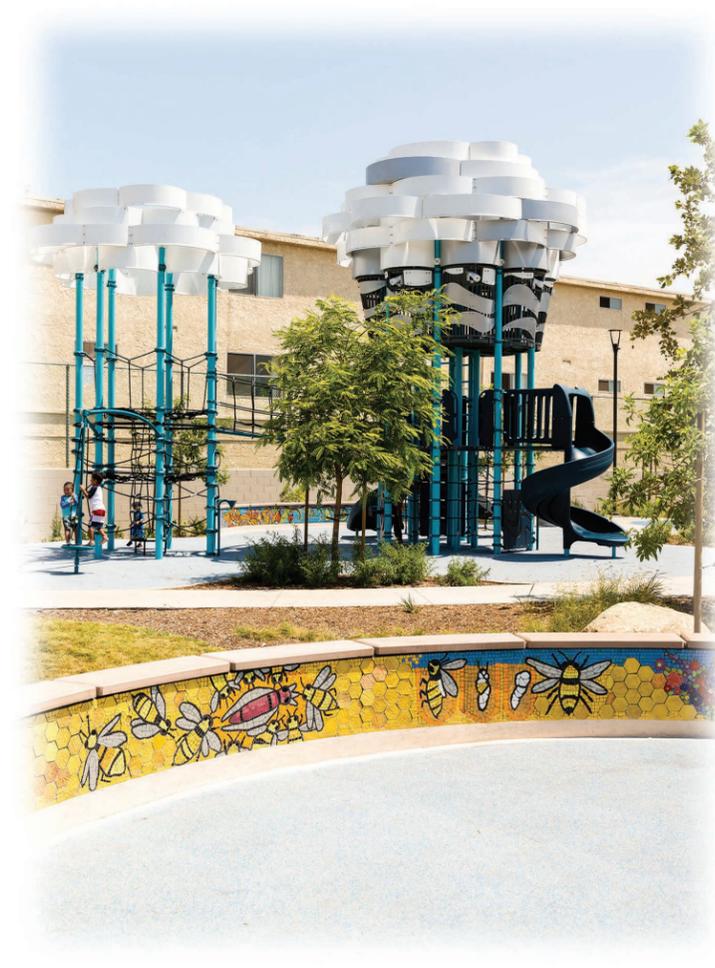
Paul Kimura or Sam Avery  
Avery Associates  
3½ N. Santa Cruz Ave., Suite A  
Los Gatos, CA 95030  
E-mail: [jobs@averyassoc.net](mailto:jobs@averyassoc.net)

The final filing date for this position is November 22, 2019.

If you have any questions regarding this position please contact Paul Kimura at 408.399.4424 or [paul@averyassoc.net](mailto:paul@averyassoc.net) or Sam Avery at 408.399.4424 or [samuela@averyassoc.net](mailto:samuella@averyassoc.net).



*The City of Hawthorne*



*invites your interest  
for the position of*

**City  
Manager**

## The Community

The City of Hawthorne, known as the “City of Good Neighbors” is proud of its cultural and ethnic diversity within a resident base of 88,000. Community members pride themselves in contributing to the goal of improving quality of life in the City. Hawthorne has a shared vision of creating a great city and building an economy that supports the community’s desire in achieving that goal.



Centrally located within five miles of the Los Angeles International Airport, connected by rail to the Port of Los Angeles and downtown Los Angeles, and surrounded by several major freeways, Hawthorne’s central location can serve as an economic hub for the South Bay region. The City’s ideal location also affords easy and quick access to all that Southern California offers; culture, sports, entertainment, beaches, and mountains. The region’s moderate Mediterranean climate offers year round comfort and is always among the most pleasant in the Los Angeles basin. Hawthorne also maintains a commitment to providing quality resources for its residents by providing recreational programming to meet the cultural, social, and leisure service needs of all ages. The City maintains nine park facilities totaling more than 50 acres and includes a Community/Senior Center, Aquatic Facility and Sports Center.

Economic vibrancy is a vital aspect to the Hawthorne community. Several unique and cutting edge industries and retail outlets have joined the City’s 5,000 business partners. The Hawthorne Airport area is becoming a technology/ arts hub with Space Exploration and Technologies (“SPACE X”), the Tesla Design Center, OSI electronics, and several high tech recording studios housed in the area. Retail giants such as Target, Best Buy, COSTCO, Ashley Furniture along with South Bay Ford, one of the nation’s top rated service dealers, are also situated within the City’s six square miles. Hawthorne additionally has a number of retail options that continue to invigorate and boost the local economy and offer the community a wealth of attractive places to shop. The emerging technology and arts sector and the nearly completed Los Angeles Rams football stadium (less than three miles from Hawthorne city limits) provide exceptional opportunities for continued economic growth.



## City Government

The City of Hawthorne incorporated in 1922, is a general law city with a Council-Manager form of government. The five member City Council includes the Mayor, who is directly elected to a four-year term and four City Councilmembers elected to alternate four-year terms. Voters also directly elect the City Treasurer and the City Clerk. The City Manager and City Attorney are both appointed by and serve at the pleasure of the City Council.

The City Manager oversees a city operation with an all funds budget of over \$151M, of which over \$77M represents the General Fund, and a workforce of 266 FTEs. City departments include Police, Public Works, Finance, Human Resources, Business Licensing, Recreation & Community Services, Planning, Building & Safety, and Housing. Fire Services and the Library are contracted to the County of Los Angeles.

## The Position and Ideal Candidate

Hawthorne is at an exciting place in its history with the City seeking a charismatic and dedicated new City Manager to build on the recent successes of the retiring City Manager. In working closely with the Mayor, City Council and dedicated city staff, the new Manager will bring a track record of effective organizational leadership, strength in budget, finance and administration, a strong background in economic development, and the ability to connect with the constituent community, businesses and regional government partners. Above all else, the City Manager must be a passionate public servant that embodies and models the highest level of honesty, integrity, and ethics.

The key priorities associated with this role include the expected close working relationship with the City Council. Maintaining a close connection and ensuring active and regular communications with each of the Council members is vital to success in this role. A second area of focus is the city organization. There are numerous new department and division managers and the need is to unite and coordinate efforts towards a common vision and mission while creating an environment of collaboration, a sense of team, and a focus on organizational efficiency. Related to that priority is continuing a focus on financial stewardship to ensure the City maintains a positive financial foundation. Economic vibrancy through remains a key priority as the City’s ideal proximity to numerous economic resources provides exceptional possibilities and opportunities for economic development efforts. The new Manager will bring the vision and understanding of how to leverage and capitalize on the active South Bay regional development climate. This strong economic development capacity is expected to be paired with strong generalist knowledge of City operations.

The ideal candidate for this role must be a creative and progressive leader that serves as a role model for the organization and the community. This modeling includes a commitment to the ideals of public service with the willingness to be fair, equitable, evenhanded and apolitical in all city matters. The background desired for this assignment includes public sector executive level experience as a City Manager, ACM/DCM, GM, or department head, and includes five or more years of management experience of represented and at-will staff. A Bachelor’s degree from an accredited college or university in a related field is required. An MA/MS and expertise in the areas of finance & administration, economic development and public works are highly desired.

