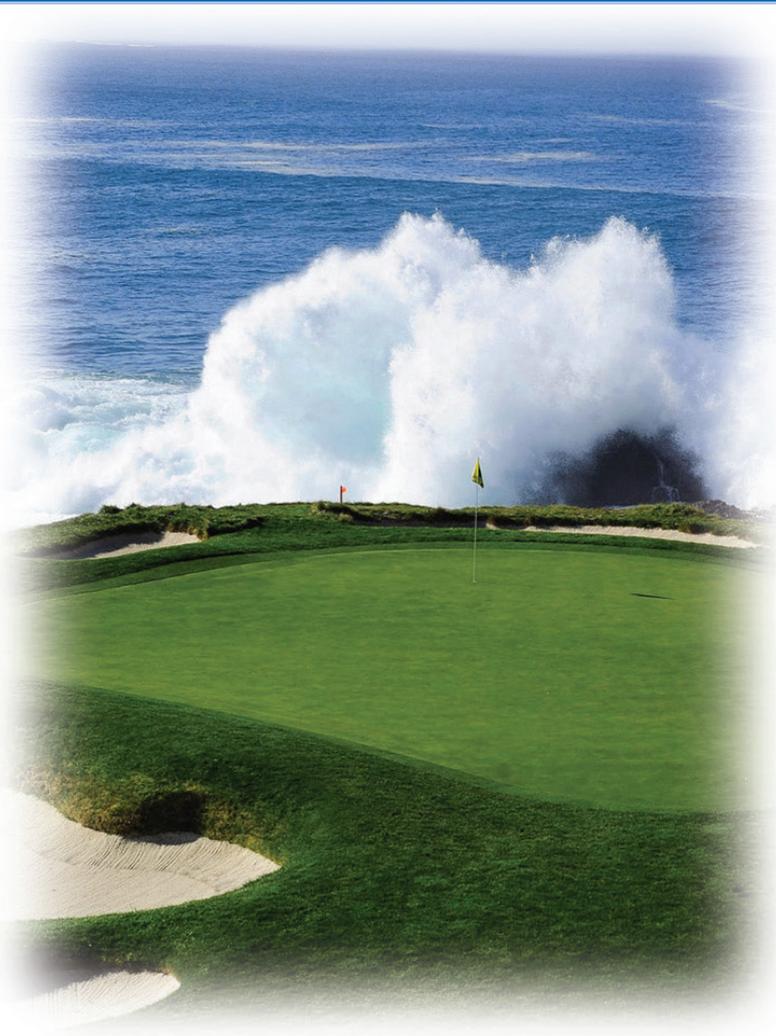




The County of Monterey

*invites your interest
for the position of*

**Director of
Housing and
Community
Development**



The County of Monterey

Monterey County encompasses some of California's most stunning scenery and offers an ideal year-round Mediterranean climate. Miles of beautiful beaches, spectacular mountain ranges, groves of redwoods, low-rolling foothills, and scenic valleys are characteristics that contribute to the quality of life enjoyed by over 446,000 residents and the numerous tourists who visit the area year-round. Monterey County boasts world-renowned attractions such as the spectacular Big Sur Coast, Monterey Bay Aquarium, Cannery Row and the Steinbeck Center. It's also home to Weathertec-Laguna Seca Raceway and many world-famous golf courses including Pebble Beach, Spanish Bay, and Poppy Hills.



The County hosts annual events including the Monterey Jazz Festival, IndyCar Grand Prix of Monterey, Sea Otter Classic, Concourse D'Elegance, and the California Rodeo.

Encompassing a total land area of 3,324 square miles, Monterey is the 16th largest of California's 58 counties and has an economy largely based on agriculture and tourism. The Salinas Valley, known as the "salad bowl of the nation," is abundant with lush produce fields and thriving vineyards. There are several major educational institutions including California State University, Monterey Bay, Middlebury Institute of International Studies at Monterey, the Defense Language Institute (DLI) and Presidio of Monterey, Naval Postgraduate School (NPS), Monterey Peninsula College, and Hartnell College in Salinas.

County Government and the Housing & Community Development Department

Monterey County has over 5,400 employees with an all funds operating budget of approximately \$1.6 billion. Monterey is a general law county and the governing body is the Board of Supervisors, which is comprised of an elected representative from each of the five voting districts within the County. The Board is elected to alternating four-year terms with elections conducted in even numbered years. The Board appoints the County Administrative Officer, who oversees county operations. County operations include 25 departments or agencies and five elected department heads including: Assessor-County Clerk-Recorder, Auditor-Controller, District Attorney, Sheriff-Coroner and Treasurer-Tax Collector.



The newly created Department of Housing and Community Development (HCD) is responsible for Land Use, including Building Services, Planning, Engineering, Hydrology and Housing to ensure reasonable and safe development, planning for future needs of the County, and protecting natural resources. HCD is one of two departments that were created from the former Resource Management Agency (RMA), with the second being the Department of Public Works, Facilities and Parks. The emergence of the two new operating departments will require significant change, active communication, and close coordination with both internal

staff and other county employees to ensure a seamless transition with minimal disruption of the various services provided by these departments.

The Position and Ideal Candidate

The Director of Housing and Community Development is a department head appointed by the County Administrative Officer. Housing and Community Development includes three functional areas with each headed by a Chief or Manager. The new Director will join the organization during a time of exciting and challenging transition. Within this environment, there will be a great opportunity to expand a culture of service delivery, enhance communications internal and external to the department, and strengthen work systems and processes that facilitate a greater connection with all constituents.

The nature of land use and development considerations are a prominent aspect of this role. In Monterey County, land use issues can be contentious, highly visible, and political in nature. This will require a Director with superb interpersonal and excellent verbal and written communication skills, and a style that reflects diplomacy and political acumen. Developing and maintaining positive relationships and high levels of credibility with the entire county constituency will be essential and achieved through great service delivery, consistent application of regulations and guidelines, and land use/planning knowledge. Effective working relationships with various county partners including the County Counsel's office, fire safety agencies and special districts are also critical to success in this position.



Along with the organizational transition, additional areas of focus include improvement of turnaround time and efficiencies for development review and permit approval processes, implementing the General Plan and preparing for future updates, ongoing issues related to Fort Ord reuse and Big Sur land use, long range community land use plans, and developing and implementing project management programs and reporting tools. As a leader and manager, the new Director will enhance staff development and organizational capacity through training, empowerment, and mentorship. This will

require a solution based and hands-on leader that will serve as a role model through an exceptional customer service orientation, excellent technical land use/planning/building skills, and a management style that empowers and mentors employees while incorporating creativity and accountability. The expectation is to create an environment where knowledge, confidence levels, and communication skills are further developed among the staff.

The ideal candidate for this assignment will have strong technical skills related to land use and planning, with a solid knowledge of the state regulatory environment, including CEQA, and the Subdivision Map Act. This combination of expertise and skills will further enhance credibility towards setting the tone for code interpretation and in defending critical planning/land use decisions with the applicants, Planning Commission and other policy makers. Additionally, knowledge and experience with regulations that govern coastal communities and prior experience working with the Coastal Commission will be highly desirable.

The top candidates will typically possess a Bachelor's degree in either urban planning, regional planning, public or business administration or a closely related field and five (5) years of broad and progressively responsible administrative experience in the management of community planning, community development including building services and/or housing with responsibility for planning, organizing, coordinating and directing a diversified staff and complex programs of which included at least three (3) years' experience in the public sector at the supervisory and/or management level. Certification with the American Institute of Certified Planners (AICP), or the ability to obtain the certification within 12 months of hire, is highly desirable.

Compensation and Benefits

The County of Monterey offers a competitive salary and benefits package. The salary range for this position is approximately \$171,722 to \$234,532 annually, depending on qualifications. The benefits package includes:

- ◆ Retirement: CalPERS, 2% @ 55 for classic members (employee pays 7% of member share) or 2% @ 62 for new members (employee pays 6.25% of member share). The County also participates in Social Security.
- ◆ Annual Leave: 23 days of annual leave are allowed in the first year; up to 37 days annually after 25 years.
- ◆ Holidays: 11 paid holidays per year plus 1 floating holiday.
- ◆ Health Insurance: Cafeteria-style benefits plan offers a variety of pre and post-tax options including medical, dental and vision insurance for employees and dependents.
- ◆ Health Flexible Spending Accounts: May contribute up to \$2,750 annually to a flexible spending account and up to \$5,000 annually to a dependent care assistance program.
- ◆ Life Insurance: \$50,000 Term Life Insurance Policy is provided.
- ◆ Management Allowance: \$54.17 per month.
- ◆ Professional Leave: 10 days per year, non-accrual.
- ◆ Deferred Comp: Voluntary program available.
- ◆ Employee Physical Exam: Eligible to receive annual physical exam at Natividad Medical Center (NMC).
- ◆ Auto Allowance: \$375.00 a month.
- ◆ Professional Development Stipend: \$400 per calendar year.
- ◆ Employee Assistance Program.



Equal Opportunity

Monterey County is an equal opportunity employer and a drug-free workplace. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled. If candidates require special arrangements to participate in the selection process, please contact Kim Moore, Assistant Director of Human Resources at 831.755.5353.

The Process

To apply for 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 Bill Lopez
Avery Associates
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The final filing date for this recruitment is March 5, 2021.

If you have any questions regarding this position, please contact Paul Kimura at 408.399.4424 or by email at paulk@averyassoc.net or Bill Lopez at 408.888.4099 or by email at williaml@averyassoc.net.