

Deputy Planning and Building Director



THE POSITION

The Deputy Planning and Building Director assists in the overall management of the Planning and Building Department, including the coordination of department-wide operations, programs and staff on behalf of the Planning and Building Direction. The Deputy Director will be assigned to, and directly responsible for, the management and oversight of the Planning Services Division. This position will lead the City’s planning efforts for the growth and evolution of some of Southern California’s most iconic destinations, including The Disneyland Resort and The Anaheim Resort, Angel Stadium, and the Honda Center. This is a premier position that offers the opportunity to direct and inspire a team of talented and dedicated city planners and support staff as they take on the broad range of challenges and opportunities for land use and development in a complex and dynamic city.

THE IDEAL CANDIDATE

The ideal candidate is a strategic leader and effective communicator who possesses a high level of technical planning proficiency, has a collaborative approach to management, and enjoys mentoring and developing employees in a team-oriented environment. The successful candidate will have significant experience working with CEQA, be current with State Housing Element laws and processes, and have experience working on General Plan Updates, as well as complex large-scale development projects. The Deputy Director will be a hands-on manager with the demonstrated ability to direct and manage multiple priorities while exercising sound independent judgement. This position interacts with many and varied internal and external stakeholders, thus requires exceptional interpersonal and presentation skills and astute political awareness.

Anaheim is a destination city; past experience working in a community with visitor-serving uses is desirable. This is an excellent opportunity for candidates that like to take initiative, are innovative, driven to get things done and ready to hit the ground running.



QUALIFICATIONS

- » Bachelor’s degree from an accredited college or university with major course work in urban planning, public administration, engineering, or a related qualifying field.
- » Master’s degree in urban planning or relevant subject area is desirable.
- » Eight (8) years of increasingly responsible experience in local government planning or related field.
- » Four (4) years of administrative and staff supervision.

ABOUT THE PLANNING AND BUILDING DEPARTMENT

The Planning and Building Department’s mission is to enhance the City of Anaheim by developing and implementing land use policies that reflect the goals of the community, ensuring safe and code compliant development and properties, attracting and retaining businesses that contribute towards a healthy economy, and providing exceptional customer service. The department is consists of 76 full time and 33 part time employees within the following four divisions:

Planning & Building Administration provides leadership and support to the Department to ensure efficient implementation of the goals and priorities established by the City Council and the City Manager.

Planning Services provides information and assistance to those developing property in Anaheim and to businesses locating or expanding in the City; supports the Planning Commission; processes discretionary and regulatory applications; maintains and implements the City’s General Plan and Zoning Code; participates in regional planning activities; and facilitates growth and expansion of businesses and administers the City’s historic preservation programs. The Planning Division includes approximately 25 planners and support staff.

Building Services ensures high standards of safety and service by reviewing plans, conducting inspections, and issuing permits for construction of, and improvements to, residential, commercial, and industrial structures.

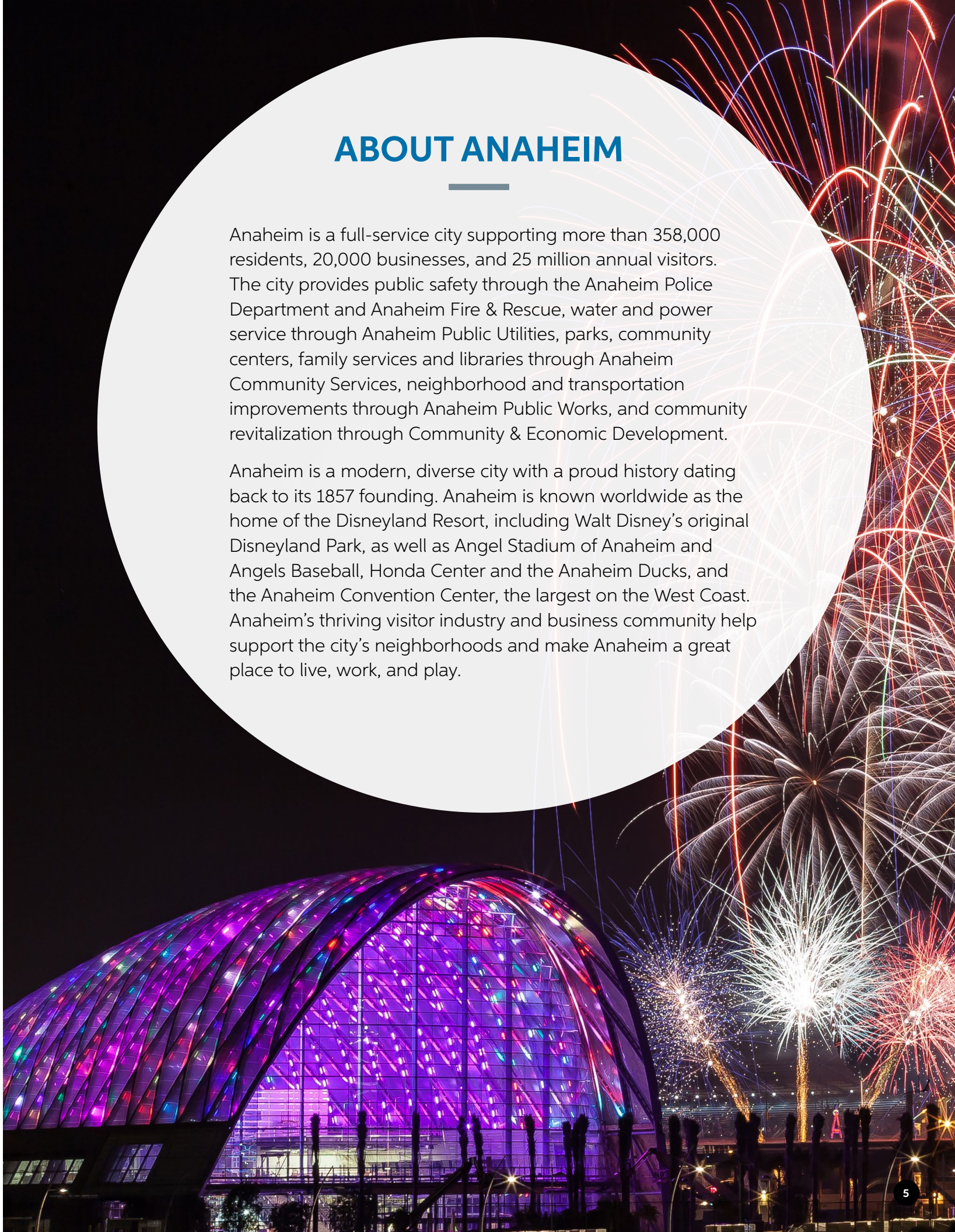
Community Preservation and Licensing promotes and implements standards to preserve and enhance the quality of life and public safety in Anaheim by investigating and resolving code violations, removing graffiti, and administering the City’s Business License program and contract with the County of Orange for animal care and sheltering services.



ABOUT ANAHEIM

Anaheim is a full-service city supporting more than 358,000 residents, 20,000 businesses, and 25 million annual visitors. The city provides public safety through the Anaheim Police Department and Anaheim Fire & Rescue, water and power service through Anaheim Public Utilities, parks, community centers, family services and libraries through Anaheim Community Services, neighborhood and transportation improvements through Anaheim Public Works, and community revitalization through Community & Economic Development.

Anaheim is a modern, diverse city with a proud history dating back to its 1857 founding. Anaheim is known worldwide as the home of the Disneyland Resort, including Walt Disney’s original Disneyland Park, as well as Angel Stadium of Anaheim and Angels Baseball, Honda Center and the Anaheim Ducks, and the Anaheim Convention Center, the largest on the West Coast. Anaheim’s thriving visitor industry and business community help support the city’s neighborhoods and make Anaheim a great place to live, work, and play.



COMPENSATION AND BENEFITS

The annual salary range for Deputy Planning and Building Director is **\$127,233.00 - \$174,945.00** DOE.

In addition to a competitive salary, the City of Anaheim offers a comprehensive benefits package including:

- » **Retirement** – California Public Employees' Retirement System (CalPERS) 2.7% @ 55 for classic members who are existing CalPERS members of any agency with reciprocity (12% employee contribution); 2% @ 62 for new employees who have never been a CalPERS member, or a member but has a break in service longer than six (6) months (6.75% employee contribution); The City does not participate in Social Security.
- » **Health Plans** – The City offers two HMO and two PPO health plans. Vision coverage is included at no cost. Employees may waive medical coverage and receive an opt-out credit when providing proof of coverage through another medical plan. Employees hired after March 31, 1986 pay 1.45% towards the Medicare Plan.
- » **Dental Plans** – The City offers employees two dental insurance plans. One plan is at no cost to the employee. Retiree Health Savings Plan (RHS) – Employees will be enrolled in a Retiree Health Savings Plan funded by a City contribution and an employee contribution. This plan allows employees to save on a tax-free basis for medical premiums in retirement.
- » **Vacation** – Accrual at the rate of four to nine hours per pay period, depending upon length of service. New employees to the City start at four hours per pay period.
- » **Sick Leave** – Accrual at the rate of three hours per pay period, equal to 78 hours annually. Payment is made each January to employees for all accumulated hours in excess of 175 hours.
- » **Holidays** – Ten paid holidays provided annually.
- » **Other Insurance Benefits** – The City offers and participates in the payment of a group life insurance program for employees and their eligible dependents. Short-term and long-term disability (STD and LTD) insurance coverage is provided at no cost to the employee.
- » **Miscellaneous Benefits** – Anaheim offers two tax saving opportunities through the Health Care and Dependent Care Flexible Spending Account that reduces taxable income. The City offers a voluntary 457 Deferred Compensation Plan for an additional tax-deferred savings option. Anaheim offers an Employee Assistance Program, REACH, free of charge to employees and family members.
- » **Annual Executive Physical** – City provided.
- » Access to a credit union provides City employees with a variety of products, services, and benefits.



APPLICATION AND SELECTION PROCEDURE

The final filing date is **Friday, April 3, 2020**. To be considered for this exceptional career opportunity, please submit your cover letter with résumé, and a list of five professional references (who will **not** be contacted in the early stages of the recruitment). Résumés should reflect years **and** months of positions held, as well as size of staff and budgets you have managed. Forward materials to: <https://executivesearch.cpsshr.us/JobDetail?ID=625>

CPS HR CONSULTING

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Résumés will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. CPS HR Consulting will report the results to the City. Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process. The City of Anaheim will then select finalists for **panel interviews that will take place April 23, 2020**. Candidates deemed most qualified will be invited to participate in a **final interview on April 29, 2020**. Background and reference checks will be conducted after the final round. For additional information about this position please contact Frank Rojas