



# CITY OF LONGBEACH

**Director of Parks, Recreation and Marine**



# Long Beach, CA – A Unique City of Opportunity and Possibility

## THE COMMUNITY

Ideally located on the Pacific coast just south of Los Angeles and adjacent to Orange County, the City of Long Beach, California (population 470,000) is at once a Southern California seaside resort, an urban metropolis with a diverse economy, and a tapestry of small neighborhoods whose international cultures are woven into a tightly knit yet heterogeneous community.

Long Beach enjoys a quintessential Southern California climate that makes its abundance of cultural and recreational options appealing throughout the year. It boasts six miles of beaches and numerous beautiful parks and open spaces, as well as The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, and the annual IndyCar Grand Prix of Long Beach. Along with a variety of other attractions that include two historic ranchos, three marinas, and five golf courses, the City's many offerings help to draw 5.5 million visitors every year.

The community's economy is further supported by a wide variety of industries including education, health and social services, manufacturing, retail trade, and professional services, among others. The City is a hotbed for startup activity, education and ingenuity. Also located within the City are Long Beach City College and California State University, Long Beach, which has repeatedly been named a "Best Value College" in the nation by Kiplinger. Serving the K-12 student population, the Long Beach Unified School District consistently attracts international recognition for increasing student achievement and public education best practices and consistently ranks among the Top 10 urban school districts in the country in a variety of reports and rating systems.

Committed to using technology to help deliver the best possible services, Long Beach has been named among the Top 10 "Digital City" in America for seven consecutive years. The seventh largest city in California and one of the most diverse in the country, Long Beach offers its residents and visitors all the amenities of a large metropolis while maintaining a strong sense of community and cohesiveness throughout a wide variety of unique and desirable neighborhoods. Long Beach is known for being bike-friendly and has been ranked the 10th most walkable city in the nation in both 2016 and 2017.

*For more information about the City of Long Beach, please visit their website at [www.longbeach.gov](http://www.longbeach.gov)*



## THE DEPARTMENT OF PARKS, RECREATION AND MARINE

The Department of Parks, Recreation and Marine is one of the premier parks and recreation departments in the country and is consistently recognized for excellence in management practices and programs, having received the national Gold Medal Award four (4) times. The Department supports various advisory bodies that are appointed by the Mayor and confirmed by the City Council. These include the Parks and Recreation Commission, the Senior Citizens Advisory Commission, Marine Advisory Commission, and the Commission on Youth and Families. The Department has an operating budget of over \$60 million, with a full-time equivalent staff of 445 (equating to over 1,000 full-time and part-time employees).

### Award Winning Parks and Programs

The Long Beach Parks, Recreation and Marine Department operates over 171 parks with 26 community centers, two historic sites, two major tennis centers, an animal shelter, one of the busiest municipal golf systems in the country with five courses, where over 400,000 rounds of golf are played annually, and the largest municipally operated marina system in the nation with over 3,336 boat slips and 6 miles of beaches. More than 3,100 acres within the City's 50 square miles are available for recreation. The Department also offers more than 2,800 contract classes (fitness, health, enrichment) to people of all ages (newborn to senior) every year. In addition, the Department offers after school programs at 19 sites during the school year, as well as summer programs for youth 5-12 years old. Other unique sites include multiple community gardens, a municipal cemetery, over 38 miles of bike trails, ten dog parks, and eight skate parks.

The City of Long Beach encourages a healthy and sustainable lifestyle by providing its residents with bike paths, pedestrian walkways, and a plethora of outdoor activities, outdoor play space, both active and passive, and a strong urban forest. The Parks, Recreation and Marine Department plays a key role in this sustainable and healthy living city.



## THE POSITION

Under direction of the City Manager, the Director of Parks, Recreation and Marine plans and directs the City's parks, recreation, cultural, and animal care facilities, and assures that City park grounds, marinas and waterways, are maintained in a usable and attractive manner, in accordance with public policy mandated by the City Council and various County, State, and Federal agencies. The Director coordinates the development of Departmental long-range and short-term goals and objectives, which reflect community priorities in the areas of recreation, culture, marine, and animal services as discerned through consultation with community leaders, City Council, City Manager, City staff, and the Department's executive staff.

The Director oversees a talented staff, including seven direct reports, while working collaboratively to create a vibrant and 'livable' city. The ideal candidate will bring innovation, enthusiasm, motivation, and excellent communication, with a demonstrated ability to create and build successful business relationships.

***Responsibilities of the Director of Parks, Recreation and Marine include, but are not limited to:***

- Responsible for the effective delivery of all Departmental programming and services, and the maintenance and development of all parks, marinas, community centers, golf courses, and other recreational facilities.
- Serves as the executive staff for the Parks and Recreation Commission, a charter commission responsible for the acquisition of lands, waterways, buildings, or other facilities for public recreation, authorizing issuance of permits and the negotiation of leases and contracts in connection with public leisure activities, approving fee changes for public recreation programs and the use of recreation facilities, and performing such other duties as may be delegated by the City Council.
- Develops an understanding of the human needs of a culturally and ethnically diverse community and determining the appropriate deployment of the City's resources in light of competing priorities.



## THE CANDIDATE

### Qualifications

The Director of Parks, Recreation and Marine requires a thorough knowledge of the principles of recreation and park management, public administration, personnel management, community organization, fiscal management and budget control, grants and other funding sources, and legislative advocacy. The incumbent must have a demonstrated ability to reason logically and creatively; present ideas and information effectively orally and in writing; maintain the confidence and cooperation of the Department's management team; and, plan for the future while addressing the issues of the day.

### Experience

Minimum of 7 years of progressively responsible experience in the development of the budget, development and administration of comprehensive park, recreation and marine programs, community services and animal services or similar programs, with at least 5 years of experience at the management level. Experience with a commensurate sized city is desirable. A Bachelor's degree from an accredited college or university with major course work in recreation, public administration, physical education, or a related field is required. A Master's degree will be considered favorably.

### Characteristics and Key Competencies

The City of Long Beach continually strives to meet the changing needs of its residents by developing innovative, progressive and dynamic programs and policies. The City is looking for an individual who has a commitment to develop and implement this innovative vision and the experience in directing a varied and diverse workforce.

The selected candidate will be a collaborative, even-tempered, and confident leader who has the ability to work with an experienced senior management team to:

- Develop and motivate an effective management team ensuring continued quality services to a diverse community that reflect the needs and interests of the residents of Long Beach.
- Increase the community's understanding and support of the Department's efforts to improve the quality of life in Long Beach and respond to competing interests related to active versus passive use.
- Ensure public understanding and support of the needs and objectives of the Department of Parks, Recreation and Marine through participation in community organizations and presence at various community affairs, as well as by giving direction to public information staff.
- Have excellent verbal, written, and interpersonal communication skills.
- Forward thinking and innovative, collaboration and teamwork, and excellent customer service.
- Be a person with the highest ethical standards who is willing to make difficult decisions based on what is right, enforces not just the letter of the law, but the spirit of the law.
- Have the exceptional ability to work with the public, Commission members, City officials and employees.
- Have the ability to develop and maintain relationships with community stakeholders.

## COMPENSATION AND BENEFITS

The salary range for this position is \$200,000 to \$223,000, but placement is dependent upon experience and qualifications. The City's compensation package also encompasses an attractive benefits package that includes:

- **Retirement** – City offers CalPERS with a benefit of 2.5% @ 55 for Classic members or 2% @ 62 for new members as defined by PEPR, subject to the limitations set by PERS. Employee pays the employee portion. The City also participates in Social Security.
- **Vacation** – Twelve (12) days after one year of service; 15 days after 4.5 years of service; 20 days after 19.5 years of service.
- **Executive Leave** – Forty (40) hours per year.
- **Sick Leave** – One day earned per month; unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums, or to pension credits.
- **Holidays** – nine designated holidays per year, plus four personal holidays.
- **Monthly Auto Allowance** – \$450.
- **Health Insurance** – Two plans are available: one HMO, and one PPO plan. The City pays major portion of the premium for employee and dependents depending on the health/dental plan selected.
- **Dental Insurance** – Two dental plans are available for employees and dependents.
- **Life Insurance** – City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000.
- **Disability** – City-paid short-term and long-term disability insurance.
- **Management Physical** – Annual City-paid physical examination.
- **Deferred Compensation** – Available through ICMA Retirement Corporation.



## APPLICATION PROCESS & RECRUITMENT SCHEDULE

The final filing date for this position is **Friday, April 17, 2020**. To be considered, please submit your cover letter with current salary, résumé, list of six professional references to: <https://executivesearch.cpshr.us/JobDetail?ID=626> . Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed.

**CPS HR CONSULTING**

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[www.cpshr.us/search](http://www.cpshr.us/search)

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. Final interviews may include presentations to multiple panels, as determined by the City Manager. The final candidates will be subjected to an extensive reference and background checks. For additional information about this position please contact Kylie Wilson.

*The City of Long Beach is an EEO/ADA employer and values and encourages diversity in its workforce.*

Photos provided by the Long Beach Convention and Visitors Bureau.