



GARDEN GROVE
CALIFORNIA



CITY MANAGER





THE COMMUNITY

Garden Grove is a vibrantly progressive, friendly, and spirited city located in one of Southern California's most beautiful and renowned areas. Garden Grove is the fifth largest city in Orange County, with a strong multi-cultural presence, deep hometown spirit, and one of the most recognized school districts in the nation.

Conveniently located less than one mile from the Disneyland Resort and nine miles from Southern California's most scenic beaches, Garden Grove's central location to some of the region's most popular attractions, its family-friendly atmosphere, and sunny weather year-round, make it the best place to be for over 179,000 residents, and more than 42 million visitors to the area each year.

Garden Grove is home to a variety of community events, including its namesake Strawberry Festival, the largest community-based Memorial Day event in the western United States. Also located in Garden Grove is the former, internationally-recognized Crystal Cathedral, recently acquired by the Roman Catholic Diocese of Orange and re-named the Christ Cathedral.

The center of the area's 42 million visitors a year is encompassed by the Grove District – Anaheim Resort. Bordered to the north by the famous Disney parks and attractions, the Grove District offers several first-rate hotels and popular dining places with retail shopping within close proximity. In 2016, the Grove District will welcome the Great Wolf Southern California—the brand's largest water park resort to date, and a first-of-its-kind in Southern California. The City is in an exciting time and continues to focus on the development of major hotels and large mixed-use projects.

Garden Grove neighborhoods are known for their large lots, affordable single-family homes, and strong sense of community pride. A variety of housing options are available, including elegant estate homes, roomy single-family dwellings, and affordable, convenient apartments and condominiums.

Garden Grove is also rich in educational opportunities. GGUSD has the highest Academic Performance Index Score among the State's 25 largest urban school districts. The Garden Grove Higher Education Center, located in the downtown civic center, is home to Coastline Community College, and a satellite campus of California State University, Fullerton.

THE POSITION

The City Manager is the Chief Executive Officer of the City, responsible for planning, directing, and managing all activities and operations of the City of Garden Grove, ensuring that all public services are delivered in an efficient and effective manner. The City

Mission Statement

The mission of the City of Garden Grove is to provide responsible leadership and quality services as we promote safety, cultural harmony, and life enrichment.

Manager is also responsible for coordinating City activities with other agencies and organizations; facilitating the development and implementation of City goals and objectives; implementing policy decisions made by the City Council; and providing highly complex administrative support to the City Council.

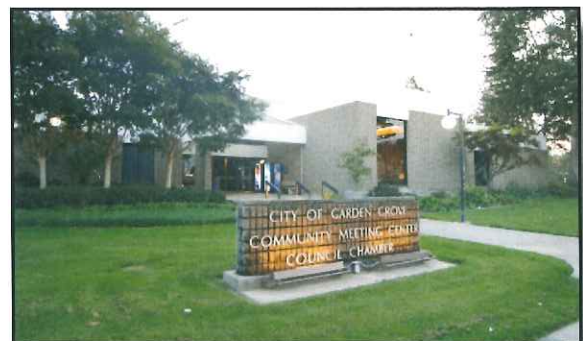
The Office of the City Manager oversees the operations of the City's nine departments, and is responsible for a wide range of activities, including managing and directing budget and operations, facilities and asset management, public safety, economic development initiatives, legislative analysis, intergovernmental relations, employee relations, and strategic planning.

CURRENT PRIORITIES AND OPPORTUNITIES:

- Promote a culture of learning and communication that ensures the community is well informed while providing a high level of transparency, ethics and confidence in local government
- Provide financial guidance relevant to operational expenditures and closing budget gaps
- Enhance opportunities for private development by working collaboratively with Council and other departments to review planning and zoning regulations, assessing commercial, industrial and housing opportunities as well as other selective investments
- Emphasize government transparency, trust and accountability
- Continue to enhance team building and interdepartmental collaboration
- Develop an understanding of the City's diversity and ways to meet the needs of each unique population, and find commonalities to unify and build a stronger sense of community
- Build a foundation of community involvement through access of information including policy direction, and providing a voice and open communication to and from the general public

THE IDEAL CANDIDATE

The ideal candidate will be an effective and collaborative leader; possessing confidence, excellent communication and interpersonal skills, and strong technical and business acumen; who understands the need for public service through transparent management and is eager to embrace the opportunities and challenges of a diverse and vibrantly





Vision Statement

The vision of Garden Grove is to be a safe, attractive, and economically vibrant city with an informed and involved public. We are a diverse community that promotes our unique attributes and preserves our residential character.

progressive city. The successful candidate will have demonstrated a solid track record of leading and managing municipal service initiatives in the areas of public safety, business and economic development, and public works. The ideal candidate shall have expertise in financial and budget management, agency administration, and the ability to maintain collaborative relationships with City Council, staff and the community.

The new City Manager shall maintain and build solid relationships with regional and national business partners, surrounding cities, governmental agencies and the community through open and respectful dialogue. It is important to engage and embrace in the cultural diversity of the City. Fluency in Spanish and/or Vietnamese is highly desirable.

SPECIFIC SKILLS / EXPERIENCE

THE NEW CITY MANAGER SHOULD BE:

- A well-rounded executive with depth of experience to include a broad skill set in areas of administration and policy development
- An outstanding fiscal manager, able to develop and implement plans to expand the tax base, obtain grants and manage costs
- A professional who can lead the organization with a commitment to uphold the values of Garden Grove, including valuing positive employee working relations and respecting the richness of cultures and diversity
- A competent manager of both issues and staff; someone who can mentor and develop staff; retain and attract top talent

THE NEW CITY MANAGER SHOULD HAVE:

- A demonstrated track record in community relations, strategic planning, and supporting an elected governing City Council
- A proven understanding of budget/structural deficits and the willingness and the ability to bring teams together to find solutions to challenging issues
- Experience in development and execution of policy and procedures with strong ethics, transparency and accountability

City of Garden Grove Guiding Principles

We commit ourselves to the betterment of the individual, the organization, and the community, by fostering a spirit of trust, creativity, cooperation, integrity, empathy, respect, and quality service to all.

- Experience with identifying, engaging and collaborating with diverse stakeholders on economic development within the technology industry
- A proven record of success in developing and maintaining new streams of revenue
- Demonstrated leadership, critical thinking, innovation, and creativity in bringing ideas to fruition, including the application of existing and new policies
- Bachelor degree is required, Master degree desired

MANAGEMENT STYLE AND CHARACTERISTICS

THE SUCCESSFUL CANDIDATE WILL BE:

- A strong, seasoned leader with the highest integrity, character, and ethics
- Honest, with the ability to maintain and build trust and actively listen
- A friendly approachable leader who is visible and actively engaged in the community to ensure quality customer service, one that understands the needs of the community to ensure the concerns of the community are heard and respected
- Successful at building collaborative business and community-oriented working relationships
- An enthusiastic, inspiring and engaged communicator
- A forward thinker with the willingness to make difficult decisions based on what is right and enforce not only the letter of the law, but the spirit of the law
- A strong leader who shares the vision of the council and community, and can advocate, articulate and implement that vision. A manager who is able to blend innovation and creativity, someone who can think outside the box, can creatively move the city in a new direction or next step, while acknowledging the challenges of a city that is perceived as a bedroom community





- Diplomatic, being known as a people person with an engaging style that is comfortable interacting with a wide spectrum of individuals and one who welcomes dialogue and discussion
- A manager who recognizes and appreciates the value of a community's diversity
- A change agent, not someone who is interested in maintaining the status quo
- Technologically astute; who recognizes the value of harnessing and integrating the benefits of cutting edge technology for city government and for residents
- Passionate and experienced in working collaboratively with local schools and universities

COMPENSATION AND BENEFITS

The salary for the City Manager is negotiable, depending on qualifications and experience.

The City also offers a generous benefits package that includes:

Retirement:

CalPERS 2.5%@55 for classic members, 2.0%@62 for new members.

Cafeteria Plan Contribution:

The City provides each eligible employee a fringe benefit allocation to purchase benefits for themselves and their dependents.

Holidays:

11 paid holidays.

Life Insurance:

The City carries a plan for all employees that covers employee for one times annual base salary rounded up to the nearest \$1,000. Additional life insurance of up to five times annual salary (\$500,000 maximum) is available for a fee to the employee. Dependent coverage is also available.

Vision:

Employee may elect to participate at their expense in an eye care plan. Plan provides for vision services at reduced rates.

Vacation:

Employees earn 80 hours upon completion of one year of service.

Years two – nine, employees earn 120 hours.

After nine years, employees earn 144 hours.

After 14 years, employees earn 168 hours.

After 19 years, employees can earn 207 hours.

After 24 years, employees can earn 246 hours.

Employees may cash out vacation hours at any time during the year, as long as 80 hours remain in the vacation bank.

Sick Leave:

Employees accrue sick leave at the rate of eight hours with pay for each calendar month of service. After accumulating 240 hours, employees can sell back 50% of annual unused sick leave.

Administrative Leave:

Management employees receive 40 hours of administrative leave for use each calendar year beginning January 1st. New employees hired after July 1st shall be allowed to use up to 20 hours during that year.

Additional Benefits:

Auto Allowance \$835/mo., Flexible Reimbursement Plans (Health Care or Dependent Care), Deferred Compensation Plan, Tuition Reimbursement, Long Term Disability Insurance.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

The final filing date for this position is **Monday, March 23, 2015**. To be considered for this exceptional career opportunity, please submit your cover letter, resume, current salary and 10 work-related references (who will **not** be contacted in the early stages of the recruitment.) Resumes should reflect years and months of employment, and positions held. Forward your resume to Frank Rojas:

CPS HR  CONSULTING

CPS HR Consulting

241 Lathrop Way • Sacramento, CA 95815

Tel: 916- 471-3111

Email: resumes@cpsshr.us

Website: www.cpsshr.us/search

Resumes will be screened on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. The City of Garden Grove will then select finalists to be interviewed. Candidates deemed most qualified will be invited to participate in a final interview process that includes comprehensive reference and background checks. For additional information about this opportunity please contact Frank Rojas.

