

Compensation and Benefits

The annual salary range for the Information Technology Director is **\$115,953 - \$145,770 DOQ**. This position is classified as “at-will, exempt executive management.” The City does not participate in Social Security. The excellent benefits package includes:

- ♦ **Retirement** – CalPERS with a 2% @ 60 formula for Classic PERS members. Employee pays a contribution of 12% (8% employee portion + 4% of the employer portion) paid as a pre-tax deduction. For new PERS members, 2% @ 62 formula with a current employee contribution of 10.75% (6.75% employee portion + 4% of the employer portion).
- ♦ **Insurance** – Medical, dental, and vision care provided with an employee contribution of \$0 - \$183 per month based upon selected plan. Dependent coverage is available for \$126 - \$183 per month based upon plan selected.
- ♦ **City Health and Wellness Clinic** – On-site City sponsored clinic staffed by clinicians 6 days per week available to all full-time employees and their covered dependents. Services include general medical care and health and wellness coaching. No deductibles, co-pays or out-of-pocket expenses.
- ♦ **Vehicle Allowance** – \$425 per month.
- ♦ **Vacation** – Accrual begins at 10 days annually; accrual rate increases based on years of service. Credit towards vacation accrual is given for prior public service employment.
- ♦ **Sick Leave** – 12 days per calendar year. Sick leave buy-back provision after 480 hours.
- ♦ **Administrative Leave** – 56 hours per calendar year. Unused hours paid out each December.
- ♦ **Holidays** – 10 holidays and 1 floating holiday.
- ♦ **Life Insurance** – City paid premium for a \$75,000 life insurance policy. A supplemental policy up to \$300,000 is available at group rates.
- ♦ **Deferred Compensation Plan** – Employee paid 457 plan with the choice of four providers.
- ♦ **Long Term Disability** – Plan pays up to 2/3 of salary if disabled for more than 90 days.
- ♦ **Educational Allowance** – Up to \$1,200 per calendar year reimbursed for educational expenses related to position and career development.

The Selection Process

To apply for this exceptional career opportunity, please submit a resume with detailed qualifications and salary history by **Friday, March 24, 2017** to:

Diane Davis, Human Resources Manager
City of Visalia
220 N Santa Fe Street
Visalia CA 93291
(559) 713-4575
diane.davis@visalia.city



Following the filing deadline, resumes will be evaluated. Applicants who appear to have the most relevant qualifications in terms of education, experience and training will be invited to participate in the appraisal process. The process may include an appraisal interview, practical exercise, final interview, as well as full reference and background checks. References will only be contacted after a mutual interest has been established.

The City of Visalia

*invites you to apply
for the position of*



INFORMATION TECHNOLOGY DIRECTOR

The City of Visalia

Nestled in the foothills below the majestic Sierra Nevada Mountains, Visalia is the Gateway to the Sequoia National Park. Visalia is a special place, with its inviting mix of rural and suburban lifestyles. Serving as the cultural, economic, and commercial hub of the County, Visalia continues to grow – in population, diversity, and sophistication. Visalia is a thriving community that takes pride in the small town feel and high quality of life that accompanies its big city amenities.

Visalia is a community in California's San Joaquin Valley with a population of over 130,000, making it one of the 200 largest cities in the nation. Centrally located between Los Angeles, San Francisco and the Pacific Coast. Visalia serves as the County seat and is the principal trading center for Tulare County, and consistently ranks as one of the most productive agriculture counties in the United States. The City has many community parks, organized team sports, swimming, bicycling, minor league baseball, golf and more. The City is proud of its own symphony, a thriving arts community, the Convention Center, and many fine restaurants. For the outdoor enthusiast, the nearby mountains, national parks, lakes and rivers provide year-round opportunities for sports and recreation.

Benefits of living in Visalia are its high quality of life, small-town charm, safe neighborhoods, excellent schools, and affordable housing and low cost of living compared to many parts of the State. The median home price in Visalia is approximately \$200,000. Visalia is proud of its cultural diversity, rich history, abundant natural resources and strong family values. An old fashioned work ethic, commitment to excellence and community pride are key factors to its success and vitality.

City Government and the Information Technology Department

Visalia is a full service city, employing approximately 600 full-time and 175 hourly employees, and has a total 2016/2017 operating budget of \$217.9 million. The City of Visalia operates under the Council-Manager form of government with a five-member City Council who appoints the City Manager. The City Manager's executive team includes an Assistant City Manager, Deputy City Manager, and department heads for Fire, Police, Finance, Parks and Recreation, Public Works, Community Development, and Information Technology,

The Information Technology Department recently became a stand-alone department after many years as a division within the Administration Department. The IT Department has a highly-skilled technical team with a current staff of 11 full-time employees which will grow to 14 upon transition of GIS and Transit IT staff into the department. The department has a budget of \$2.8 million and operates as an Internal Service Fund, recovering service delivery costs on a per-department basis. The Department is at the outset of organizational transition focusing on expanding its technical capacity to provide greater levels of service and value to its customers.



and data networks, and supporting the continuity of technology systems already in place throughout the City.



Visalia operates a highly virtualized VMware server environment with Microsoft Windows 7 and 10 as the standard operating system used City-wide across 1000 computers, laptops, and tablets. The interoffice fiber and publicly provided network enables high speed access to centralized databases, SAN storage, Cisco VOIP phone system, file servers and internet connectivity. GIS mapping information is fully leveraged in many systems within the City utilizing Esri geospatial databases. The City's 40 access point convention center WiFi network and access service levels are managed by the IT department, along with the transit department's 53 bus fleet of public WiFi hotspots, cameras, and vehicle location systems. From in-car police video, tablets and radio networks, to collaborating with departments to select, procure and implement technology-rich sustainable business solutions, Visalia's IT Department spans a wide breadth of services impacting all aspects of City operations.

The Position of Information Technology Director and Ideal Candidate Profile

This is a newly created department head position reporting to the City Manager. The position represents a critical leadership role in moving City information services forward and will provide oversight and day-to-day operational management while also serving as a member of the City's executive management team.

The key priority is to actively lead the implementation of new and upgraded systems as well as maintaining the IS network and numerous technology systems already in place throughout the City. An important component will include enhancing customer service, requiring exceptional facilitation and relationship skills with a proven ability to influence others and positively interact at all levels of the organization.

Key responsibilities will include:

- ⇒ Act as strategic advisor to the City Manager to determine IT requirements and priorities
- ⇒ Develop short and long-range plans and strategies to implement new and emerging technology
- ⇒ Manage the IT Department at optimal service levels in consultation with City's leadership team
- ⇒ Evaluate the effectiveness of existing services and operations; assess current and future needs
- ⇒ Provide leadership and technical support in designing, developing and maintaining an efficient, unified and fully integrated technology system
- ⇒ Provide hands-on guidance to IT staff and participate in complex technology projects
- ⇒ Stay abreast of current and emerging technology trends

Progressive leadership is a critical component of this role with a focus on implementing positive changes, providing creative solutions and identifying innovative approaches to departments and customers. The ability to think, act and operate at a strategic level and to provide timely, pragmatic and effective solutions, while adapting and adjusting to an evolving work environment are all essential attributes. A coaching, mentoring and engaged operational style is expected in this position, as are excellent administration and management skills. The wide range of technology needs within the City operations requires exceptional technical capabilities including experience and knowledge of deploying large scale critical systems. The Director should model and reinforce the approach and behavior reflective of those goals.

The ideal candidate for this position will have a well-rounded professional IT background that includes at least five years of professional IT management including experience with multiple systems, applications, and platforms. Familiarity with current and future applications of information technology and trends in the IT field is essential along with a Bachelor's degree in MIS, Computer Science, Information Technology or a related field. Public sector IT experience is highly desirable.

