The City of Redondo Beach invites applications for:

**Information Technology Director**

First Review of Applications on February 03, 2023

Visit [www.Redondo.org/jobs](http://www.Redondo.org/jobs) to apply now!
THE COMMUNITY:
Located on the choice coastal edge of L.A. County, Redondo Beach has been a preferred destination for over a century. The City’s 70,000 residents and numerous visitors enjoy coastline and beaches rivaling the most beautiful Mediterranean resorts, as well as a Pier and Harbor for strolling, shopping, dining, and boating; three distinct commercial areas with a variety of restaurants and cafes; and a number of annual attractions and recreational events. Redondo Beach offers a mild climate year-round, allowing plenty of opportunity to enjoy abundant natural beauty, recreational options, and cultural enrichment activities.

Redondo Beach has 15 parks and 13 parkettes, 2 libraries, 5 community centers, a 1,450-seat performing arts center, and 2 miles of sandy beaches perfect for sun, swimming and surfing. Students in Redondo Beach have access to 12 public schools, which are among the finest distinguished schools in the country. A variety of family events are held year-round throughout the City, with exceptional programming for seniors and children, making Redondo Beach a fun, relaxed, and safe place to live, work and play.

THE ORGANIZATION:
Redondo Beach is a charter city with a Council-Manager form of government. The Mayor is elected at large, and one Council Member is elected from five separate districts. The Mayor and City Council appoint the City Manager as the chief executive officer to guide the City’s day-to-day operations. Redondo Beach is a full-service City with 442 budgeted full-time employees and 253 part-time employees distributed among 14 Departments including: Police, Fire, Public Works, Community Development, Waterfront and Economic Development, Financial Services, Human Resources, Information Technology, Community Services, Library, and the Offices of the City Manager, City Clerk, City Treasurer, and City Attorney. Department Heads work collaboratively as a team and often support interdepartmental goals and objectives. The City’s FY 2022-23 General Fund operating budget is approximately $111 million and with enterprise funds, totals roughly $147 million. Additionally, the City has a $90.8 million capital budget. The Information Technology Director will be an integral member of an organizational team that values openness and honesty, integrity, ethics and accountability; outstanding customer service; teamwork; excellence; fiscal responsibility, and environmental responsibility. The City’s executive team works closely together to provide a high level of service to the residents, businesses and visitors of Redondo Beach.

THE DEPARTMENT:
The Information Technology Department provides high quality technological and administrative support services to both internal and external customers. The department is responsible for oversight of customer support for all City information technology and copy center services, including the planning, acquisition, implementation, maintenance, and replacement of IT assets, management of website and citizen engagement systems and end user training. The department employs a staff of seven full-time employees. The work of the department is supported by a budget for FY 2022-23 of $4.5 million. The department has regularly won awards for Excellence in Information Technology Practices from the Municipal Information Systems Association of California (MIASC). The Department manages a robust fiber-optic network connecting fourteen off-site locations to the City Hall campus. The Director will oversee a mature technological equipment replacement program and fully implemented Enterprise Microsoft 365 deployment. The IT Director reports to the City Manager, and is considered part of the executive management team. The IT Director will need to bring innovation, effectiveness, and experience to the department, as the department works towards the digital integration of services across both existing and future technological platforms.
OPPORTUNITIES AND CHALLENGES:
The next Information Technology Director has the opportunity to oversee several exciting and challenging projects and initiatives including:

- Modernization of the Department’s general service delivery methods and organization/operating structure.
- Providing staff support for transformational projects and programs such as the implementation of Employee Self Service, a new Building Permit System, and a new website.
- City-wide desktop computer and laptop replacement.
- Ongoing management of a newly implemented RingCentral phone system and Cisco Meraki network.
- Implement recommendations of a recently completed Information Technology staffing and resources assessment.

THE IDEAL CANDIDATE:
The ideal candidate is an insightful and innovative leader possessing strong critical thinking skills that can motivate stakeholders with humility as the City advances towards a more dynamic, hybrid IT environment. The successful candidate will be able to optimize the use of organizational resources while ushering in transformative change through consensus building and inclusion. The individual must be quick on their feet and able to respond to the demands of a very dynamic community while possessing strong management skills with the flexibility to successfully adapt to competing demands, priorities, and the evolving organizational structure of a department entering a period of great change and opportunity. The ideal candidate will display the leadership characteristics necessary to empower and uplift a diverse team with varying skill sets, all while delivering core services in an efficient and high-quality manner. Experience developing, documenting, and tracking key performance metrics for a full-service IT department is desirable. A competitive candidate will be able to promote the organization’s technological growth and innovation goals, while serving as an organized, results-focused multitasker with both excellent project management and relationship skills. The new IT Director will be a determined individual with a record of accomplishment that embraces new technologies and helps expedite, streamline, and/or enhance service delivery and transparency.

QUALIFICATIONS:
- B.A. or B.S in information technology or a closely-related field is required; a Master’s Degree in a relevant field is highly desirable.
- Five or more years of increasingly responsible information technology system administration including three years in a management capacity.
- The position’s expected competencies are sound decision-making skills; knowledge of IT trends; critical thinking ability; problem solving and innovation skills; drive for results; analytic skills; interpersonal, customer service and diplomatic skills; ethical conduct; determination; and proven top performance.

COMPENSATION AND BENEFITS:
The City offers a competitive salary and benefits package consisting of the below components:

**Base Salary Range** Target starting pay of $173,904 annually, plus an additional 25% of Management Incentive Pay depending upon qualifications

**Longevity Pay** is available at up to 12% of base salary depending on the individual’s number of years of public agency service; 2% per year beginning with the 10th year of service

**Retirement Benefits** are provided through the California Public Employees Retirement System (CalPERS) at 2% at age 60 for classic PERS members or 2% at age 62 for PEPRA new members

**Car Allowance** of $375 per month

**Cell Phone Allowance** of $55 per month

**Professional Development Reimbursement** of up to $1,500 per year, of which up to $500 is available to utilize for gym membership or other health programs
Generous Annual Time Off including up to 168 hours of vacation leave annually, 12 holidays, 124 hours of administrative leave, and 96 hours of sick leave, along with a 9/80 work schedule

Excellent Cafeteria-Style Medical Benefits a variety of CalPERS medical plans, Delta Dental plans, VSP vision plans, and an available Section 125 flexible spending plan with monthly contributions from the City of up to $1,200 per month for individual employee coverage, $1,500 per month for employee +1 coverage, and $1,850 per month for family coverage

City-Paid Benefits include basic life insurance with AD&D and access to an employee assistance program

457 Deferred Compensation Plan available, with a City contribution of 0.5% of hourly rate annually

Retiree Medical Insurance Contribution and Retirement Health Savings Plan available

HOW TO APPLY:
To be considered for this exciting career opportunity, please apply online at www.redondo.org/jobs. Applicants will be required to attach a current resume and cover letter to the electronic application.

Please contact Human Resources Technician Natasha Madrid with questions: E-mail: Natasha.Madrid@redondo.org or Phone: (310) 318-0659 extension 2228.

Please apply ASAP. The first application review will take place on February 3, 2023.
Individuals who are deemed most qualified will be invited to participate in the selection process, which may include oral interviews along with other assessment tools. Upon completion of a thorough reference and background check, it is anticipated that the successful candidate will begin work in March 2023.