



CUPERTINO

*The City of Cupertino Invites
Applications For*

Cupertino

I N N O V A T I O N



E D U C A T I O N

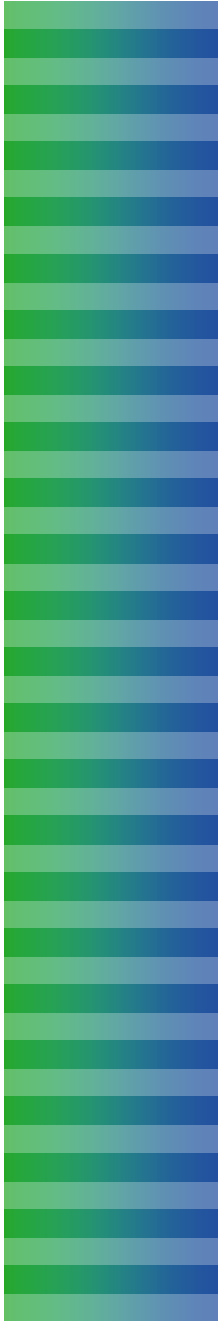


C O L L A B O R A T I O N

Director of Community Development

Salary: \$133,236 - \$161,952 annually
+ PERS 2.7% @ 55

Final Filing Date:
Open Until Filled





The Community

The City of Cupertino (population 55,000) is located against the foothills of the Santa Cruz mountains at the west end of world famous Silicon Valley. Rich in diversity, Cupertino is committed to becoming a model multicultural community for the 21st century. With one of the most diverse, progressive, and technologically savvy populations in Northern California, Cupertino is quickly becoming a city that people like to talk about.

Glass and steel corporate headquarters rise above and yet blend with tree-shrouded residential neighborhoods that climb into the foothills of the Santa Cruz Mountain range. This is the backdrop for living and working in Cupertino, California. The City serves as a corporate headquarters and center for research and development for many Silicon Valley companies. Around the world, Cupertino is renowned as the home of high-tech giants, including Apple, Hewlett-Packard and Symantec.

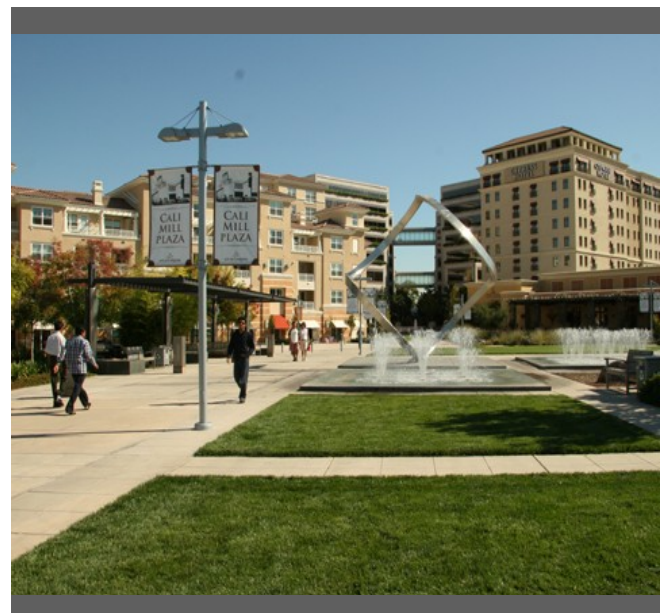
In the San Francisco Bay Area, Cupertino is known as the city with outstanding public schools and is home to top ranked De Anza College. Quality schools and proximity to high-tech jobs make Cupertino a desirable Silicon Valley address for a highly educated and culturally diverse population. Education, innovation, and collaboration are the hallmarks nourished by the city government, the community, and local industry and commerce.

The Department

The Community Development Department is responsible for long-range and current planning, building plan check and inspection, economic development and redevelopment, housing programs and administers the City's Community Development Block Grant Program. Long-range planning includes the City's General Plan, specific plans such as the Heart of the City Plan, guideline documents such as the Monta Vista Design Guidelines and the Crossroads Streetscape Plan, and zoning ordinance updates such as the R1 (Single Family) Ordinance. Current planning implements the long-range policy structure through design and land use reviews of proposed development applications.

The Department includes the Building Division, which provides plan check and inspection services for all building activity and issues building permits upon determining compliance with building codes and land use approvals and ordinances.

The Department directly supports six committees and commissions including the City Council, Planning Commission, Design Review Committee, Housing Commission, Environmental Review Committee, and the Economic Development Committee. Additionally, the Department supports other departments by providing development and environmental reviews for city initiated projects.



The Position

The Director of Community Development is a department head level position reporting directly to the City Manager. This position provides leadership and policy direction for planning, building plan check and inspection, zoning administration, special projects, development review, economic development and redevelopment and housing activities. In addition, this position oversees a staff of 24 and administers a \$5.1 million annual budget. Specific duties of the Director of Community Development include but are not limited to: Direct and participate in the development and implementation of goals, objectives, policies, and priorities; direct the maintenance and revision of a comprehensive plan; advise the City Manager and the City Council and Planning Commission on planning and development matters; administer the Uniform Building Code; administer the City's housing programs; and facilitate community meetings and extensive community outreach.

Minimum Qualifications

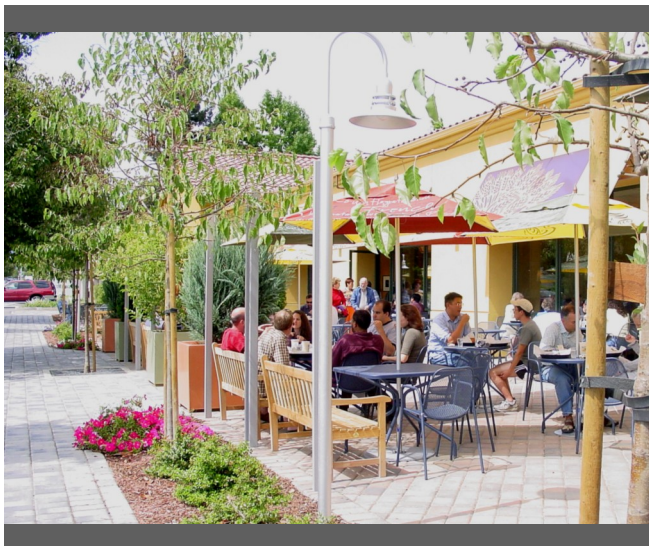
Applicants must be experienced planning professionals with outstanding municipal management and leadership skills. Applicants must have education and experience equivalent to a Bachelor's degree from an accredited college or university in City Planning or a closely related field such as Architecture, Urban Studies, or Public Administration and at least four years of increasingly



responsible managerial experience in charge of Community Development operations. In addition, applicants must demonstrate they have the ability to provide administrative and professional leadership and establish and maintain positive working relationships with City officials, commissions, employees, and the public. A Master's Degree in City Planning from an accredited college or university and membership in the American Institute of Certified Planners are highly desired.

Compensation

- Salary: \$133,236 - \$161,952 annually.
- 2.7% @ 55 PERS Retirement. The City pays 6% of the employee contribution and the employee pays the remaining 2%.
- Choice of health insurance with the employee's premium paid by the City in addition to portion of family premium.
- Fully paid vision, life, and disability insurance.
- Partially paid dental insurance.
- Employee assistance program.
- Leaves- 10 to 22 days of vacation annually based on years of service with credit given for previous employment in the public sector; 12 holiday's, 20 hours of floating holiday, 40 hours of administrative leave, and 96 hours of sick leave annually.
- \$300 monthly auto allowance.
- 9/80 work schedule available.
- Sports Center Membership.
- \$400 in Recreation Bucks which can be used to pay for recreation activities and programs.



The Selection Procedure

To be considered for this outstanding career opportunity, please submit an official City of Cupertino application and your resume to Cupertino Human Resources, 10300 Torre Avenue, Cupertino, CA 95014. **The position is open until filled with the first review of applications scheduled for January 20, 2009. Interviews are tentatively scheduled for January 29, 2009.** Application and resume screening will be part of the examination process. Based on the screening, those candidates with the most relevant qualifications will be invited to appear before a Qualifications Appraisal Board (QAB), which will determine those candidates that will be placed on the eligible list. The eligible list will remain in effect for 6 months from the date established. The City of Cupertino is an equal opportunity employer and does not discriminate in employment on the basis of a person's race, religious creed, color, national origin, ancestry, mental or physical disability, medical condition (cancer), marital status, sex, age or sexual orientation. Candidates with a disability which may require special assistance in any phase of the application or testing process should advise City of Cupertino Human Resources upon submittal of application. Documentation of the need for accommodation must accompany the request.



Employment Information

City employment applications may be obtained from City of Cupertino Human Resources, 10300 Torre Ave., Cupertino, CA, by calling (408) 777-3227, or by visiting our website at www.cupertino.org/jobs. Completed City employment applications and supporting materials must be received by Cupertino Human Resources no later than the final filing date. Postmarks or late applications will not be accepted. Appointment to this position is contingent upon passing a pre-employment physical paid for by the City, a pre-employment fingerprinted criminal history records check and the ability to provide verification of authorization to work in the United States.

