



The City of Patterson

Invites your interest in the position of

Director of Human Resources



APPLICATION DEADLINE: November 12, 2021, 5:00 P.M.

ZOOM PANEL INTERVIEW: December 7, 2021

ZOOM CITY MANAGER INTERVIEW: December 9, 2021

START DATE: January 31, 2022



THE COMMUNITY

In a Metropolitan Statistical Area, the City of Patterson is in the heart of the San Joaquin Valley and the vibrant City offers residents a safe, diverse, and friendly community rich in heritage. The City has a resident population of 22,000+ and is located in Stanislaus County. It is 45 miles southeast of Livermore, is part of the Modesto corridor, and is known as the "Apricot Capital of the World".

Historically, agriculture has been the City's primary economy. Over the past decade, due to prime land availability near the I-5 corridor, the City has transitioned into a hot spot for large Distribution Centers such as Amazon, Restoration Hardware and many others, and is evolving into a rapidly growing modern city.

Today, Patterson continues to take pride in its rich heritage while promoting balanced growth in a well planned community. New neighborhoods blend well with the historical homes of Patterson's past. Commercial and industrial growth have adhered to our design guidelines which helps build and maintain a vibrant and well planned Business Park.

THE ORGANIZATION

The City operates under a Council-Manager form of government. The City Manager is responsible for all City Departments to include Administration, Finance, Public Works, Recreation & Community Services, Fire, Community Development and Engineering.

The City's Mission proudly promotes a healthy, safe, and exciting community with dedication to delivering excellent services and engaging meaningful public participation.

The City employs approximately 120 full time employees working in Administration, Engineering, Finance, Fire, Public Works, Planning, Human Resources, and Recreation and Community Services.

The annual budget for Fiscal Year 2021/22 is approximately \$94,000,000.

The combination of experience & training that would likely provide the knowledge, skills and abilities to perform the job:

EDUCATION

A Bachelor's degree from an accredited college or university with major course work in public or business administration, human resources, industrial relations or closely related field; Masters' degree preferred.

EXPERIENCE

Seven (7) years of progressively responsible experience in professional human resources work including three (3) years experience as a Human Resources Director, Deputy Director or Manager.

LICENSE AND CERTIFICATIONS

Possession of a valid California driver's license is required.

THE DEPARTMENT

The Department of Human Resources serves as a strategic business partner to the operational departments of the City by providing structured human resource services to support operational goals which drives the goals and business performance of the City. Reporting to the City Manager serving in an at-will capacity, the Director of Human Resources oversees a centralized department, plans, directs and administers the programs of the department to include workforce planning, recruitment, classification and compensation, risk management, training, and benefits. The Director is supported by a staff of 2 with one position to be filled by the new Director.

THE IDEAL CANDIDATE

The ideal candidate will possess a management and leadership style that is solution oriented, visionary, highly ethical and integral, adaptable, flexible, professional, accountable, and able to build positive working relationships with staff, department heads, leadership, and elected officials.

The incumbent will possess excellent leadership skills, mentors and reassures staff while inspiring confidence to create a high-performing team and department.

Successful candidates will be highly customer service oriented, possess excellent interpersonal skills, able to engender trust and credibility, demonstrate the ability to manage a diverse array of work and projects simultaneously, and a creative problem solver and solution oriented.

Candidates who are very decisive, able to make tough decisions, have a collaborative and inclusive management style will be very successful as Human Resources Director for the City.

The candidate will be very experienced and knowledgeable in current public sector human resources practices including labor relations, and able to adapt to changing and competing priorities.

Candidates must have the ability to work confidently and collaboratively with the City Manager; is politically astute and understands the political implications while remaining apolitical.

COMPENSATION & BENEFITS

Salary: Up to \$157,860 depending on experience and qualifications.

Holidays: 12 days per year

Vacation: Negotiable up to 5 weeks

Administrative Leave: 96 hours per year

Sick Leave: Accrue 8 hours per month

Retirement: Qualified candidates currently or within the last six (6) months a member of CalPERS or subject to reciprocity with another eligible retirement plan may be a "classic member" and may be enrolled in the City's 2.7% @ 55 plan. Employee pays employee contribution rate of 8% on a pre-tax basis.

Non-classic or "new members" will be enrolled in the 2% @ 62 plan. Employee will be required to pay 50% of the normal contribution rate as prescribed by PEPRA on a pre-tax basis. The City does not participate in Social Security.

Health: The City currently contributes 100% of the CalPERS Kaiser Family Rate for health coverage.

Additional Benefits: The City provides dental and vision insurance for the employee and his/her dependents. Employees can choose to participate in the City's Deferred Compensation Plans.



Candidates must complete and submit:

- A City employment application,
- Cover letter and resume detailing experience and training.

Applications and resumes will be screened according to the qualifications described in the brochure. The most qualified candidates will be invited to an interview with the City Manager. The candidate chosen for the position must successfully pass a pre-employment medical examination and a drug screen, fingerprint background check and reference check.

If you desire to work for a small and growing community and be an integral part of it's development: Apply at: www.ci.patterson.ca.us, or mail or bring application documents to:

City of Patterson
Attn: Human Resources Department
1 Plaza, P.O Box 667, Patterson, CA 95363

*For questions about the recruitment, contact
Di Smith, Director of Human Resources at
209-895-8013 or by email at
dsmith@ci.patterson.ca.us*

***The City of Patterson is an equal opportunity
Employer encouraging workforce diversity.***