



CITY OF SACRAMENTO

The City Of Sacramento Seeks A Collaborative, Resourceful And High Energy Director Of The Office Of Youth Development

A UNIQUE OPPORTUNITY: The Director of the Office of Youth Development opening is a superb opportunity for a public service oriented professional who is big-picture oriented, “at home” in effectuating change and committed to teamwork, workplace diversity, networking and managing a high-performance team.





THE SACRAMENTO AREA

Sacramento – California’s capital city, historic center of the Gold Rush and the center of state government. This vibrant metropolis that is one of the fastest growing cities in the nation is known by a number of different nicknames: “camellia capital” for the flower found so abundantly in Sacramento neighborhoods; “city of trees” due to the countless miles of tree-lined streets and wooded parks in the region; and “river city” by virtue of two major rivers (Sacramento and American) that converge near historic Old Sacramento. Clearly, Sacramento is much more than just the “capital city.”

Conveniently located halfway between the Pacific Ocean (San Francisco) to the west, and the Sierra Nevada Mountains (Lake Tahoe) to the east, the area remains one of the fastest growing regions in the country. Sacramento County has a population of 1.3 million, and according to the U.S. Census Bureau is the 10th fastest growing county in the United States. With a population of 450,000, Sacramento is the 7th largest city in California.

Many factors contribute to the economic success of the region. A principal reason Sacramento has retained its attractiveness is that it offers some of the lowest housing prices of major cities in the state. Many new residents have relocated from the San Francisco Bay Area and Southern California to take advantage of Sacramento’s employment opportunities, moderate housing prices, reasonable cost of living, and competitive salaries. The current median home price in Sacramento County is \$350,000. Sacramento is proud of its cultural diversity. In fact, *Time Magazine* declared Sacramento to be the most integrated city in the country.

The Sacramento region offers amenities that are attractive to those with an active lifestyle. Hiking, biking, golfing, snow-skiing, water-skiing, house-boating, wine-tasting, and other sports and recreational opportunities abound. Educational opportunities are plentiful, with the Sacramento region being home to California State University - Sacramento; University of California at Davis; Sacramento City College; McGeorge School of Law and other community and four-year college programs.

Sacramento boasts the very exciting *Sacramento Kings* NBA basketball team, the *Sacramento Monarchs* of the WNBA, the 2003 and 2004 Pacific Coast League champion *Sacramento River Cats* baseball team, the *Sacramento Capitals* of World Team Tennis, the annual world-class *Dixieland Jazz Jubilee*, and many other recreational, entertainment, and cultural activities. Each December, Sacramento attracts some of the world’s top long distance runners to the *California International Marathon*. Historic *Old Sacramento*, the *State Railroad Museum*, *Crocker Art Museum*, *Governor’s Mansion*, *Sacramento Zoo*, *Sutter’s Fort*, *American River Parkway*, *Music Circus*, *Sacramento Convention Center*, *California State History Museum*, and *State Capitol Building* are other attractions located in the immediate area. Top-name entertainers perform at *Arco Arena* and *Memorial Auditorium*. Each summer Sacramento hosts the *California State Fair* which attracts more than one million visitors annually and Sacramento has become a regular host for the *NCAA Track and Field finals* and the *US Olympic Track and Field trials*.

CITY GOVERNMENT

Sacramento is a charter city that operates under the Council-Manager form of government. Eight Council members are elected by District, and serve overlapping four-year terms. An independently elected, full-time Mayor serves a four-year term and is a member of the City Council. The Mayor and City Council appoint four charter officers — the City Manager, City Attorney, City Treasurer, and City Clerk.

The City Manager provides overall guidance to operating departments and is responsible for administering all City programs to ensure service delivery in an efficient, cost-effective, and high quality manner. In addition to charter officers, the City’s executive management team is comprised of four Assistant City Managers who have line responsibility for the Directors of various City departments, including the newly created Office of Youth Development. The City of Sacramento has 5,222 full-time equivalent employees and a total budget of \$964 million for fiscal year 2007-08.

OFFICE OF YOUTH DEVELOPMENT

As a function of the City Manager’s office, the newly created Office of Youth Development was established in May of this year by the Mayor and City Council. The primary mission of the Office is to support Sacramento becoming a youth-friendly city by providing an infrastructure of support and resources to ensure youth are successful. The goals of the Office of Youth Development are to develop policies and partnerships that support youth and gang violence prevention, safe places for youth, caring adults participating in the lives of youth, opportunities for youth to participate in the life of the City, marketable skills that develop the whole youngster, good education for all youth, strong and healthy families, and access to basic needs. These goals are consistent with the City’s strategic plan to achieve sustainability and livability within the community. The target age group is infancy to age 24, with a special focus on the 5 to 21-year-olds.

The genesis of the newly funded Office of Youth Development was the establishment in 2005 of the Mayor’s Commission on Sacramento Youth to analyze needs and possibilities for





making Sacramento a more youth-friendly community. The culmination of this effort was the Mayor's Commission on Sacramento Youth's "Sacramento Agenda for Youth" which recommended to the Mayor and City Council a variety of strategies and policies, including the establishment of this new Office, to address the issues and opportunities for Sacramento Youth. Along the way the City has consulted with youth, school districts, and representatives of non-profit organizations serving youth. Additionally, the City contracted with the Forum for Youth Investment consulting firm in Washington, D.C. regarding best practices for achieving the desired outcomes.

The Office of Youth Development has an operating budget of approximately \$350,000. Initial funding for the Office of Youth Development will be derived from general fund appropriations and grant funds through the U.S. Attorney's Office. An authorized staff of four includes the Director position, an Office Assistant, a Youth Gang Violence Prevention Coordinator, and a Youth Resources Coordinator. In the near future the City will commence recruitment for the two Coordinator positions. Applicants for those positions should consult the City's website at www.cityofsacramento.org.

DIRECTOR OF THE OFFICE OF YOUTH DEVELOPMENT POSITION AND PRIORITIES

Reporting to one of the City's four Assistant City Managers, the Director of the Office of Youth Development will be responsible for promoting, developing, and implementing policies and programs in fulfillment of the specific short and long-range goals established in February by the City in its "Sacramento Agenda for Youth". To this end, he or she will need to devote energy, commitment, and a high skill level to:

- Develop (with others) and implement a long term strategic vision for how Sacramento can support its youth for success in school and life.
- Engage and convene stakeholders across systems, including schools and Community Based Organizations (CBO's) to develop outcomes and to address common concerns and issues.
- Recommend policy changes to support positive youth development.
- Staff and support the City's Youth Commission – an appointed body of 22 youth who report to the City Council and advise the Council on youth issues.
- Oversee initiatives that address City Council priorities such as preschool, teen centers at schools, violence reduction, nutrition, truancy and educational success.
- Develop and oversee a citywide strategy to address youth and gang violence.
- Ensure the meaningful voice and involvement of youth at all levels – in the Office, in City structures and departments, in City policy making and in the broader community.
- Work cooperatively with the Mayor's Commission on Sacramento Youth.
- Support community efforts to ensure a high quality human services workforce and sufficient tools and resources to evaluate the outcomes and quality of youth serving programs.
- Educate the community regarding issues, youth concerns, and available services.
- Identify alternative funding sources and align resources among systems to seek ways to leverage resources with other community partners.
- Develop a system to allocate funds to providers who are working with the City to accomplish these goals should funds become available.
- Work with stakeholders to create accountability mechanisms to measure results of how well City government is supporting children and youth.
- Report periodically to the Mayor and City Council.
- Convene high level decision makers to create a common plan and shared outcomes across systems.
- Create implementation plans that carry out strategies that move towards collective outcomes.
- Facilitate consensus among relevant sectors on key issues.
- Work towards alignment of systems and help establish neighborhood based child, youth, and family development plans to link customers to services in a one-stop fashion.
- Market the vision of establishing a community culture that is supportive of youth and families in word and in deed.
- Provide support and direction for the School Attendance Centers working closely with the Police Department, school districts, Sacramento County, and community based organizations.

IDEAL CANDIDATE

It is anticipated that the Director of the Office of Youth Development will be a highly competent professional who has a track record of success in leadership, collaboration, networking, strategic planning, and cross-systems efforts that include partnering with schools. He or she will have a working knowledge of youth programs, with particular emphasis on youth development and engagement. Must be a committed advocate for youth as resources, supplemented by solid experience in directing staff and budgets. Additional requirements are as follows:

Education and Experience

Substantial relevant experience and a Bachelor's degree in public administration, business administration, education, juvenile justice or closely related field are highly recommended.





Personality / Management Style

In addition to the requirements outlined above, the ideal candidate will possess the following attributes:

- Facilitative, collaborative leadership style.
- Knowledge of youth service sectors, including schools.
- Inclusive management style that engages diverse stakeholders/staff.
- Experience in working with youth as change agents and in decision-making leadership roles in partnership with adults.
- Independent thinker with creative problem solving approach and an eye for detail.
- Self-starter, positive, entrepreneurial, appropriately assertive, and proactive.
- Strives to earn and maintain the trust and respect of the City's elected and appointed leaders, yet willing to raise difficult issues when necessary.
- Maintains very high ethical standards – a person of exceptional character who naturally earns the confidence and trust of others.
- Politically astute without being political. Has experience working with local elected officials and knows the difference between advisory and policy making roles.
- Effectively manages staff and delivers high-quality, timely service.
- Passion for public service; has an established network of reliable resources, is respected in the profession, and understands California's local government political / financial landscape.
- Understands the various sectors of the youth field, local government, schools, and relevant community based organizations.
- Excellent listening and communication skills and the ability to work effectively with a diverse population.

- Is a team player who works closely with the City Manager and other departments / jurisdictions in examining and developing alternatives to address a wide range of operational issues.
- Sense of humor.
- Shows personal resilience – thrives in a dynamic and sometimes ambiguous environment willing to develop commitment to the City's vision and agenda for youth.
- Budgetary experience.

COMPENSATION

Supplemented by a generous benefit package, the annual salary range for this position is \$95,164 - \$142,746 annually. The City's management compensation package includes the following benefits:

- Public Employees Retirement System (PERS 2% @ 55). Management employees receive an additional seven percent of base pay to offset the cost of retirement contributions into PERS
- Voluntary 457 deferred compensation plan
- 401(a) money purchase plan (City contributes four percent if employee contributes five percent)
- Flexible spending plan (medical and dependent care)
- 12 – 14 paid holidays and 12 days of sick leave
- Generous vacation allowance
- City contribution toward IRC Section 125 cafeteria health and welfare benefits, including medical, dental, life, and disability insurance
- Employee assistance programs

APPLICATION AND SELECTION PROCESS

To be considered for this exciting professional opportunity, please submit a cover letter, resume, indication of current salary, and five work-related references. Resume should reflect size (staff/budget) and scope of recent responsibilities, as well as years **and** months of beginning/ending dates of positions held. **The final filing date is Wednesday, August 8, 2007.** Forward your materials to:



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Following the final filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant background will be invited to participate in a preliminary screening interview with the consultants by mid August. The City will then select semi-finalists to participate in interviews in early September. An appointment is expected by mid to late September, after follow-up interviews with finalists and extensive reference/background checks to be coordinated with the candidates. For additional information about this recruitment please contact David Harris.

The City of Sacramento is an equal opportunity employer.



Visit the City of Sacramento website at:
www.cityofsacramento.org