ECONOMIC DEVELOPMENT STRATEGISTS

THE CITY IS SEEKING TO FILL TWO POSITIONS

City of Mountain View

THE COMMUNITY

Nestled between the Santa Cruz Mountains and San Francisco Bay, Mountain View is a diverse community with an estimated population of 83,864. Mountain View covers just over 12 square miles, featuring over 1,000 acres of park and wildlife areas including the 750-acre wildlife and recreation area called Shoreline at Mountain View. In the heart of Silicon Valley, Mountain View is home to an attractive downtown and headquarters to many nationally and internationally known corporations including Google, Microsoft, LinkedIn, Intuit, and other major technology companies, along with a thriving small business sector. While leading the region in innovation and ideas, Mountain View remains committed to the values of strong neighborhoods and community involvement.

The City of Mountain View prides itself on providing exceptional public services and facilities that meet the needs of a caring and diverse community in a financially responsible manner. In the heart of the City, Mountain View's historic and active downtown offers a wide range of attractions including a vibrant restaurant and shopping scene, cultural events, concerts, and a weekly farmers' market. The Civic Center, built around Pioneer Park, has one of the finest performing arts facilities in Northern California, as well as a 60,000 square foot, state-of-the-art Library.

Mountain View's 44 City parks and extensive trail system provide an array of opportunities for recreation and active living. Shoreline At Mountain View is a regional park with stunning views along San Francisco Bay, featuring an 18-hole golf course, sailing lake, restaurant, and 9.7 miles of trail. Shoreline Amphitheatre boasts an exciting concert season bringing top-name performing artists to Mountain View.

The City has an impressive safety record and is regarded as one of the safest and best places to live and work in the Bay Area. The community is served by excellent public and private schools and is in proximity to some of the best universities in the nation, including Stanford, Santa Clara University, UC Berkeley, UC Santa Cruz, San Jose State, and Carnegie Mellon-West, provide top-notch advanced education and opportunities for lifelong learning.

CITY GOVERNMENT

The City of Mountain View is a forward-thinking, full-service city operating under the Council/Manager form of government. The seven Councilmembers are elected at large for four-year terms that are staggered, with elections held in even-numbered years. The Mayor and Vice Mayor rotates every year among the Councilmembers. Mountain View City Council has a well-earned reputation for taking the lead on challenging regional and state policy issues, working together with civility, and treating members of the community and City staff with respect and appreciation.

The Council has adopted a Strategic Roadmap to guide the City through the current fiscal year, focusing on seven priorities: Community for All, Intentional Development and Housing Options, Mobility and Connectivity, Sustainability and Climate Resiliency, Livability and Quality of Life, Economic Vitality, and Organizational Strength and Good Governance.

The City Council appointed Kimbra McCarthy as City Manager in March 2020. Under her leadership, the City pivoted quickly to the COVID-19 crisis to take bold and strategic steps to evolve the organization, implemented unprecedented new programs to serve the Mountain View community, and was on the forefront of defining the "next normal" as the region moved into recovery.

Mountain View's sound fiscal practices, strong budget discipline, and diversified revenues, have allowed the City to maintain its AAA credit rating and helped it to remain resilient in the face of economic uncertainty. In fiscal year 2023-24, the City is supported by an all-funds revenue budget of $446 million, and a general operating fund budget of $181 million, with over 688 employees citywide. The City's current Five-Year Forecast projects a healthy financial position, with structurally balanced budgets and anticipated operating balances. The City is very intentional regarding maintaining a robust and vibrant organizational culture. This demanding yet rewarding environment is suitable for professionals who are at, or striving to be, at the top of their game as this mid-size city performs more like a larger metropolitan municipality.

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department (CDD) focuses on creating a livable community that balances the needs of residents, property owners, and businesses. The Department is organized across the following four divisions Planning, Building, and Economic Vitality, and is supported by 50 FTE with a FY 2023-24 budget of $14.1 million.

The Community Development Department reflects the City's unique and innovative approach with a fun, team-oriented culture. Team members are encouraged to innovate and try new things, building on the Department's history of creativity and teamwork. Employees are able to learn and grow by working on interesting and innovative assignments, and being part of an engaged, high-performing team.

ECONOMIC VITALITY DIVSION

The Economic Vitality Division is responsible for the retention and recruitment of businesses, support and solutions-based approaches to help small business with a particular focus on those in the downtown, and the preparation and implementation of strategic plans for the City and the downtown.

The Division is also responsible for piloting new opportunities including a Personal Delivery Device program, Castro StrEATS, Outdoor Mountain View, valet parking program for downtown, and envisioning the annual Technology Showcase that started eight years ago. Collaborating with both public and private sector strategic partners, the Division is responsible for being the business advocate within City Hall.

Mountain View's diverse business ecosystem provides a range of opportunities to collaborate and work with global companies like Synopsys, Intuit, Google, support scaling companies like Nuro, Aurora, Confluent, and engage small businesses like Red Rock Coffee, Viva and Beyond Threads.

The Division is staffed by an Economic Vitality Manager and two newly created Economic Development Strategists (EDS) who will assist with planning, coordinating and implementing various economic vitality strategies, programs and projects working closely with businesses, property owners, city team members and brokers to support business retention and attraction.

Economic Development Strategist-Downtown Focus

Downtown Mountain View is home to nearly 300 businesses, with 464,000 square feet of retail and restaurant space and approximately 1.2 million square feet of office space. The area hosts a range of community gatherings and events throughout the year. The Economic Development Strategist position for Downtown will focus on engaging, retaining, and attracting businesses to the Downtown. Leading efforts on Storefront Activation, improved downtown wayfinding, and collaborating with partners on bringing additional vibrancy to the downtown. The dynamic work includes coordination and management of the Business Improvement Assessment District, Downtown Parking District, Downtown Committee, Pedestrian Mall implementation, and being a business advocate for implementing the new Castro Street Pedestrian Mall area.

Economic Development Strategist - Citywide Focus

The Economic Development strategist includes working and engaging with a broad range of businesses throughout Mountain View's neighborhoods and business districts. Developing and marketing new Mountain View business programs and implementing the forthcoming Economic Vitality Strategy will be a primary focus of this position. Additional coordination and management of the Visual Arts Committee and forthcoming Public Art Strategy and being a city liaison for strategic partnerships are other key work areas.

Mountain View is seeking to fill two Economic Development Strategist positions.

THE IDEAL CANDIDATE

Mountain View seeks two creative and innovative professionals who enjoy working in a fast-paced dynamic team environment. The ideal candidates will have exceptional interpersonal and communication skills and be energized by working with a variety of stakeholders with a proven track record of building and maintaining positive working relationships internally and externally. These flexible and adaptable individuals will be able to effectively handle multiple responsibilities and pivot quickly between changing priorities. They will enjoy working in a collaborative team environment contributing to diverse projects that have a positive impact on the community. Successful experience networking with business and community representatives and negotiating winning agreements among diverse parties will be helpful in this role.

Key Attributes and Characteristics

- Excellent interpersonal skills to build positive working relationships with local businesses, brokers, property owners, community groups, committees, advisory groups and other City staff.
- Outstanding written and oral communication skills with the ability to develop well-written reports, publications and social media communications and experience making professional presentations.
- Innovative and forward thinking.
- Collaborative and creative problem-solver who can serve as a supportive member of a high performing team.
- Strong customer orientation and a passion for serving the community.

This position requires three years of experience in project planning and development, community development, marketing, land development, and/or economic development or a related field. Highly competitive candidates will possess knowledge of local government principles, issues and processes and have experience working in or around local government. A bachelor's degree is required. A master's degree may be substituted for one year of required experience.

COMPENSATION & BENEFITS

The salary range for this position is $119,995 - $179,993 effective in July 1, 2023 with a control point (midpoint) of $149,994. Appointment beyond this midpoint may be considered depending on qualifications and experience. Salary growth after appointment is in accordance with pay-for-performance plan and increases may be awarded annually for meritorious performance. The City also offers a highly competitive benefits package that includes the following:

Flexible/Hybrid Work Schedule: Generous flexibility is offered; consideration for telecommuting or alternate schedules.

Retirement: 2.7% at 55 years of age for CalPERS classic members and 2% at 62 for CalPERS new members; employee contribution to CalPERS is 11.5% for classic members and 10.5% for new members for fiscal year 2022-23; with no Social Security deduction.

Vacation Leave: Up to 23 days depending on years of service with Mountain View. Annual vacation cash-out program available.

Sick Leave: Accrues at 12 days per year. Additional 4 hours of vacation leave is granted for each quarter when sick leave is not used.

Management Leave: Accrual up to 10 days per fiscal year; paid out at the end of fiscal year if not used.

Deferred Compensation: A deferred compensation plan is available for voluntary employee contributions.

Health Insurance: The City offers a choice of four medical plans (two HMO plans, one HDHP/HSA, and one PPO) through Health Net and Kaiser. The City pays the full premium for vision coverage and full dental premiums for the employee plus a significant portion of dependent coverage. Short and long-term disability, life, and accidental death and dismemberment insurances are provided and paid for by the City.

Wellness: Wellness minded culture includes access to an onsite employee gym and incentive pay for participating in the City's wellness program.

Commute Incentives: Up to $100/month City contribution for mass transit expenses, with $10/month minimum employee contribution; discounts for carpools and ride-shares, and a bicycle commute incentive.

Tuition Reimbursement: Up to $2,000 in tuition reimbursement for education advancement annually with a one-time opportunity for up to $20,000 for the completion of a job-related bachelor's or master's degree or approved leadership program.

Retiree Health Plan: Employees can participate in a defined benefit or a defined contribution retiree health plan.

Housing: A low-interest loan up to $250,000 is available to assist with purchasing a primary residence in, or within a 10-mile radius of Mountain View.

Relocation: Relocation assistance may be provided.

Other Benefits: City offers an Employee Assistance Program (EAP), IRS Section 125 flexible benefits or pretax childcare.

APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight, **Sunday, July 9, 2023**. To be considered for this opportunity, upload a compelling cover letter, resume, and list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com. This is a confidential process and will be handled accordingly throughout the various stages of the process.

TB&CO.

Suzanne Mason • 562-631-2500
Teri Black • 424-296-3111

TERI BLACK & COMPANY, LLC
www.tbcrecruiting.com

Following the closing date, applicants with the most relevant qualifications will be granted preliminary interviews by the consultants. Candidates deemed to be the best qualified will be invited to participate in additional interviews and a meeting with the Economic Vitality Manager. The City anticipates making an appointment in a timely manner, once negotiations and background and reference checks are completed. Please note that references will not be contacted until mutual interest has been established.

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