

City of Visalia invites applications for the next  
**ASSISTANT CITY MANAGER**



**\$171,043 - \$193,705** annually

In addition, Visalia offers an attractive and generous benefits program.





# THE CITY ORGANIZATION

Visalia is a full-service Charter city that employs over 650 full-time employees and approximately 100 hourly employees in eight City departments. The City operates under the Council-Manager form of government with a five-member City Council elected by district. The Council selects one of its members to serve as Mayor for a two-year term and the Council appoints the City Manager. The City's executive team includes the Assistant City Manager, and department heads for Fire, Police, Finance and Technology, Community Development, Community Services, General Services, and Public Works. The City Attorney function is contracted. Visalia owns and operates a convention center, a municipal airport, a solid waste enterprise, and owns a 27-hole golf course and the baseball stadium occupied by the Visalia Rawhide, a Minor League Single A franchise.

Visalia has enjoyed a strong financial history and the continued overall financial health is positive. The citizens of Visalia have passed two sales tax enhancement measures that provide ongoing secure funding to Police, Fire, and other City services. The City operates on a biennial budget cycle with a total 2021/2022 budget of \$234 million that includes a General Fund budget of \$73.9 million. Visalia has achieved and maintained an emergency reserve equal to 25% of General Fund expenditures. Each year the Council has directed year-end surplus funds into a dedicated reserve for development of a comprehensive Civic Center. In the past few years, the City has designed and constructed a state-of-the-art emergency operations/dispatch center, animal care facility, fire station, and a \$140 million upgrade to its Wastewater Treatment Plant. Planning is underway for another fire station and the first phase of a civic center. Visalia has also been effective and efficient in its community planning, which has led to an active, vibrant, and heavily visited downtown, a strong retail/commercial corridor and a thriving industrial area.







## THE COMMUNITY

If work-life balance is important to you, consider living in a thriving community that offers some of the most affordable housing in California and the typical commute time is less than 20 minutes. With a population of over 139,000, Visalia offers small town charm with metropolitan amenities. Visalia has a world class health care system, a flourishing arts community, local theatre companies, a downtown convention center, and numerous fine dining establishments.

As the Tulare County seat, principal retail center in the region, and home to several large industrial employers, Visalia has a diverse economy that offers opportunities for families to live in the Golden State while also getting the quality of life families deserve. Visalia has a vibrant downtown district, safe neighborhoods, institutions for higher learning, and low cost of living. The City has many community parks, organized team sports including a minor league baseball team (Visalia Rawhide), a municipal golf course and private country club, a multi-sport family-oriented regional sports park, and numerous outdoor and recreational activities.

Located in the heart of California's San Joaquin Valley, Visalia offers the best location in CA to experience all the natural wonders of the state from an affordable and accessible central location. For the outdoor enthusiast, the nearby mountains, national parks, lakes and rivers provide year-round opportunities for sports and recreation within an hour to two hour's drive. California's beautiful Central Coast is just a two-hour drive away and the excitement of Los Angeles and San Francisco are just a few hours in either direction.





## THE POSITION AND IDEAL CANDIDATE

The Assistant City Manager will assist in implementing the City Council's goals and objectives; assist in coordinating, directing, and evaluating the City's departmental activities and operations; oversee divisions, departments, operations, and functions as assigned; provide highly complex administrative support while fostering a team environment among departments; and serve as a member of the City's executive team.

While the specific selection of divisions and functions assigned to the Assistant City Manager will be based upon the skills and experience of the selected candidate, qualified candidates will demonstrate pro-active problem-solving ability, effective leadership, fiscal stewardship, and accomplishment in a public sector environment. The successful candidate will operate with substantial latitude and discretion to achieve effective and efficient use of the City's resources in serving customers. Innovative and fresh approaches to enhance and improve city operations are essential.

The Assistant will be integral in developing future leadership through coaching, professional development, and mentorship. They will be involved in refining and embodying an organizational culture supportive of the City's many dedicated employees. The successful candidate will clearly exemplify the City's organizational values of honesty, integrity, and truthfulness. They will set the example of working hard for the good of the entire community by being sensitive to the values and diversity of the public we serve. The City is committed to having employees that are open, accessible, responsive and efficient in working and communicating with the public.

A bachelor's degree in public or business administration or related field and a minimum of 5 years of extensive management experience in public sector operations is required. Previous management experience in the office of a City or County Manager is desired.





## **COMPENSATION AND BENEFITS**

**The City of Visalia offers a competitive total compensation package of salary and benefits. The annual salary range for the Assistant City Manager is \$171,043 - \$193,705. In addition, Visalia offers an attractive and generous benefits program, which includes the following:**

- ◆ **Monthly vehicle allowance of \$425**
- ◆ **CalPERS retirement program**
- ◆ **Health, Dental and Vision Insurance**
- ◆ **Onsite City Health and Wellness Clinic (no out of pocket expenses)**
- ◆ **Vacation, sick leave, and administrative leave**
- ◆ **11 Holidays**
- ◆ **Life Insurance**
- ◆ **Long-term disability insurance**

**Visit our website for detailed benefit information.**





## SELECTION PROCESS

To express your interest in this exceptional career opportunity, please visit <https://www.governmentjobs.com/careers/visalia> to submit your letter of interest and resume online.

**Deadline for filing is Thursday, August 19, 2021.**

**INITIAL INTERVIEWS ARE TENTATIVELY SCHEDULED FOR AUGUST 26, 2021.**

For questions regarding this position, please contact:

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