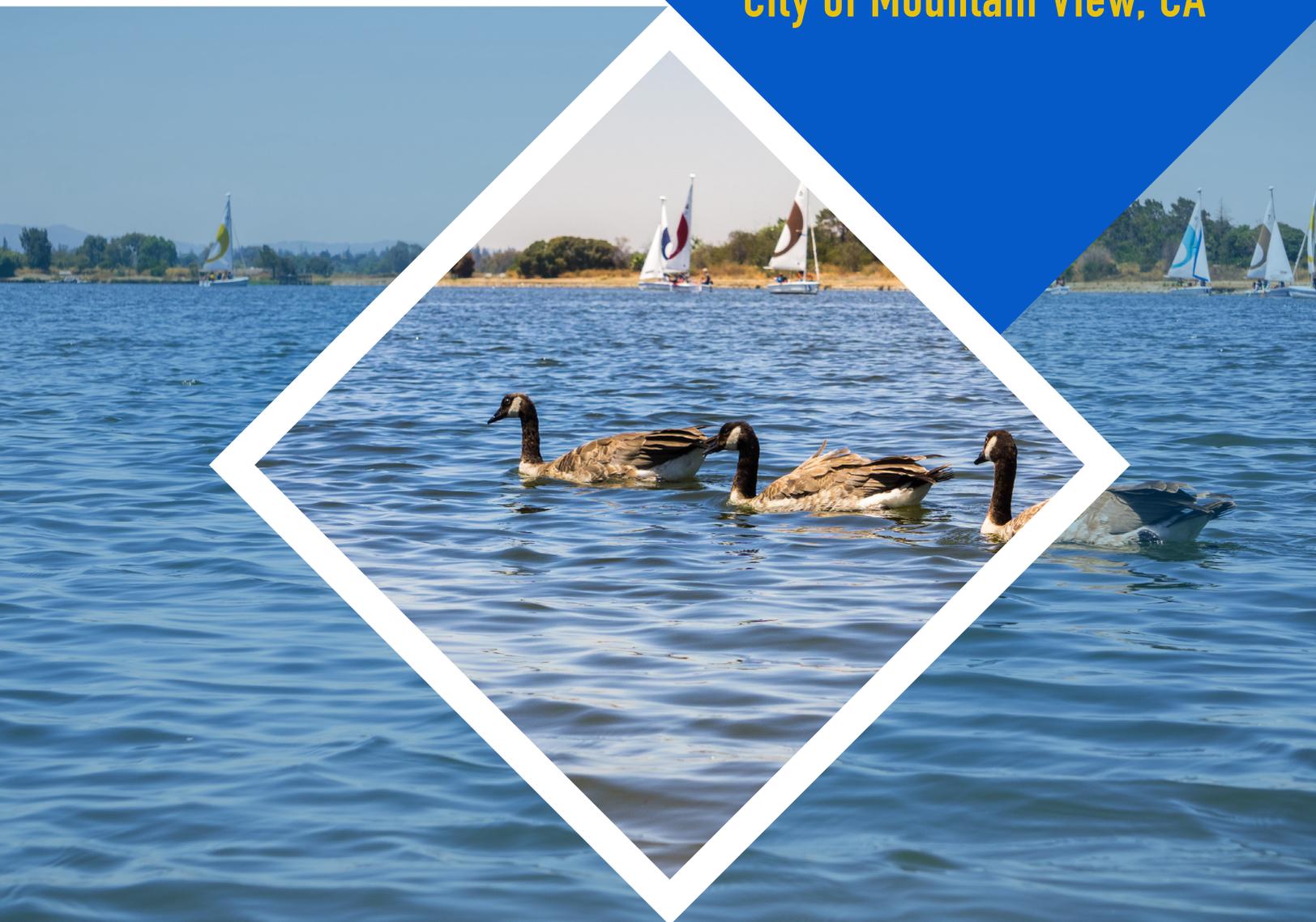




Chief Sustainability and Resiliency Officer

City of Mountain View, CA



The Community

Mountain View is a welcoming and vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, access to nature and open spaces, and a strong innovation-driven economy.

Located between the Santa Cruz Mountains and San Francisco Bay, the City of Mountain View spans just over 12 square miles in the center of Silicon Valley, 10 miles north of San Jose and 35 miles south of San Francisco. The City is home to approximately 82,300 residents and many internationally known corporations such as Google, Microsoft, Intuit, and LinkedIn, as well as thriving small businesses, and proximity to the NASA Ames Research Center. 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, newly renovated Library.

Mountain View's 39 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, and 9.7 miles of trail. Shoreline Amphitheatre boasts an exciting concert season bringing top-name performing artists to Mountain View.

Mountain View is served by excellent public and private schools. Our proximity to some of the best universities in the nation, including Stanford, Santa Clara University, UC Berkeley, UC Santa Cruz, and Carnegie Mellon-West, provides top-notch advanced education and opportunities for lifelong learning.

Mountain View is viewed as a sustainability leader and has received recognition for its success engaging the community in developing and reaching its goals. In November 2009, Mountain View adopted reduction targets for greenhouse gas (GHG) emissions below a base year of 2005. Over the past decade, the City has developed and implemented three Sustainability Action Plans (SAPs) with over 90 actions to reduce GHG emissions and achieve other sustainability goals. Sustainability Division staff has been recognized for "outstanding impact within government and the community at large" by SPUR. [Learn more about Mountain View's sustainability efforts.](#)

City Government

The City of Mountain View is a progressive, 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 rotates every year among the Councilmembers. Mountain View City Council has a well-earned reputation for taking the lead on challenging regional 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](#) for Fiscal Years 2021-22 and 2022-23, 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 address the COVID-19 crisis to take bold and strategic steps to evolve the organization, implement innovative new programs to serve the Mountain View community, and begin to define the "next normal" as the region recovers from the pandemic.

Mountain View's sound fiscal practices, strong budget discipline, and diversified tax base, have allowed the City to maintain its AAA credit rating and will help to weather the evolving pandemic-prompted downturn. In fiscal year 2021-22, the City is supported by a general operating fund budget of

\$146.4 million (total budget \$377.0 million) and 662.25 employees. 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.

The Mountain View team has established the following organizational values that guide their work:

Provide Exceptional Service
Act with Integrity
Treat Others with Respect

[To learn more about the City of Mountain View, please visit \[www.mountainview.gov\]\(http://www.mountainview.gov\).](#)

The Sustainability Division

Through the Sustainability Program, the City envisions "a thriving community where residents and businesses actively consider the environmental and social impacts of their daily activities and strive to leave the world better than they found it." Toward that goal, the City engages with residents, businesses, and municipal staff to collaboratively develop policies and implement programs that foster resilience and wellness and reduce carbon emissions and other environmental impacts. Together, the City and community is transforming Mountain View into a model of sustainable development in support of a resilient Bay Area. The City of Mountain View has adopted several plans, policies, and resolutions to achieve its sustainability goals. To focus its sustainability efforts, the Division has developed four 3-year tactical Sustainability Action Plans (SAPs) that specify policies, programs, and projects to implement across all sustainability areas within the community and municipal operations. Each SAP is developed through an extensive stakeholder engagement process and is adopted by the City Council.

The Sustainability Division is strategically located in the City Manager's Office and

comprised of 5.5 FTEs, with a direct Fiscal Year 2021-22 budget of \$766,000. In addition, a \$7.5 million Sustainability Fund has been appropriated by the City Council to support staffing, programs, and projects in the current SAP, some of which are led by the Sustainability Division and many of which are led by other City departments. The Chief Sustainability and Resiliency Officer reports to the Assistant City Manager/ Chief Operating Officer.

Chief Sustainability and Resiliency Officer

Given that this is a new position, the candidate selected will serve as Mountain View's first Chief Sustainability and Resiliency Officer (CSRO) charged with leading the development and implementation of the City's sustainability vision, long range plans, community engagement strategy and identifying funding models to achieve the City's sustainability goals. As a key advisor to the City Manager, Assistant City Manager/COO, and executive team in support of the City's sustainability and resiliency objectives, the responsibilities of the position include but are not limited to:

- Developing, overseeing, and directing implementation of the Sustainability Division's objectives, policies, procedures, and annual work plan.
- Coaching, developing, and leading the Sustainability Division team.
- Identifying opportunities and building collaborative relationships with governmental and private sector partners critical to achieving the City's sustainability goals.
- Providing expertise on sustainability mitigation, adaptation, resilience, and equity.
- Engaging City departments in sustainability planning and overseeing integration of sustainability into City policies and programs across the organization.
- Providing highly skilled assistance to City management, City Council, and the Council Sustainability Committee to achieve the City's sustainability goals.

- Identifying opportunities and strategies for cross-departmental collaboration and convening a Sustainability Governance Team.
- Developing and implementing a communication and outreach plan and strategy to promote community, private sector and City employee participation in sustainability events and initiatives and increase awareness of the City's sustainability initiatives.
- Monitoring, evaluating, and reporting the City's progress on sustainability goals based upon established benchmarks in City plans and federal, state, and local regulations.

The Ideal Candidate

The ideal candidate will be a passionate sustainability leader with expert knowledge of best practices and cutting-edge strategies and a proven record of successfully leading change management efforts within a municipal setting to achieve environmental sustainability goals and objectives. The future Chief Sustainability and Resiliency Officer will demonstrate the ability to inspire confidence, collaboration, and action through highly effective interpersonal and communication skills. This approachable manager will have the ability to engage key stakeholders within the City organization and the community at-large to develop and implement strategies aimed at reducing GHG emissions and produce measurable results. This strategic professional will understand the importance of building strong relationships and the value of diversity and inclusion in developing and implementing successful projects.

Collaborative, Politically Astute, and Accessible Leader

The individual selected will be an approachable leader known for their collaborative spirit, strong relationships, and team building skills. The successful candidate will be joining a team of talented professionals in a fast-paced dynamic work environment. Possessing exceptional interpersonal and communication skills, emotional intelligence, and keen discernment of political dynamics and sensitivities, the ideal candidate will have experience

working with elected officials, city staff and the community to build consensus and motivate action. They will appreciate the unique culture and history of the organization and be seen as a trusted partner while at the same time effectively assisting in implementing new methods and promoting change.

A Knowledgeable and Effective Problem Solver

This experienced manager will have a deep knowledge of environmental equity, resilience, adaptation, and mitigation measures in a range of areas, including transportation, building energy use, land use, water, waste, and ecosystems. This hands-on professional will have proven success in working with staff across the organization, integrating cross-departmental sustainability efforts, and applying innovative solutions to produce tangible results for the community.

Strategic Thinker with Exceptional Project Management Skills

This talented professional will have experience working effectively in a municipal setting with key stakeholders establishing a shared sustainability vision and developing the short-range and long-range strategies, plans, policies, and programs to achieve this vision. They will possess exceptional communication skills to communicate this vision to the community and within the organization in a compelling way and develop effective engagement strategies. They will exhibit strong project management skills and be adept in leading teams and collaborating across the organization to keep projects on track. This results-oriented professional will have demonstrated experience setting, tracking, and reporting metrics and promoting the success of the City's sustainability efforts.

Position Essentials

Five years of progressively responsible professional experience in developing, promoting, and operating sustainable development initiatives including at least two years of supervisory or management experience is required. A Bachelor's degree in sustainability, environmental science, engineering, business, economics, planning or a related field is required. A relevant Master's degree and demonstrated experience coordinating or overseeing related programs in a public sector environment or non-profit agency is highly desirable.

Compensation & Benefits

The annual starting salary range for the Chief Sustainability and Resiliency Officer is \$127,414 - \$191,120 (with a control point of \$159,266). Pay beyond the control point may be awarded for exceptional experience and qualifications upon hire and/or for meritorious performance while serving. The City also offers a highly competitive benefits package that includes the following:

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 2020-21; with no Social Security deduction.

Vacation Leave: 12 days per year increasing up to 23 days depending on years of service. 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: 10 days per fiscal year; paid out at the end of fiscal year if not used.

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 including 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: Tuition reimbursement funds up to \$20,000 for 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.

Deferred Compensation: Deferred compensation plans are available for voluntary employee contributions.

Housing: A low-interest loan of up to \$250,000 is available to assist with purchasing of a primary residence in Mountain View or within a 10-mile radius of Mountain View (following successful completion of a 1-year probation).

Relocation: Relocation assistance may be provided for a new employee.

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

Application & Selection Process

The closing date for applications is midnight on **Sunday, August 15, 2021.**

To apply for this opportunity, upload cover letter, resume and a list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com.



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Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the recruiters. Candidates deemed to be the best qualified will be invited to participate in additional interviews in early September. A timely appointment is anticipated following final interviews and after the completion of thorough background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the candidate impacted.

The City of Mountain View reserves the right to alter the interview and selection process in response to pandemic-related public health orders.



CITY OF MOUNTAIN VIEW

Valued Employees Enhancing Our Community

