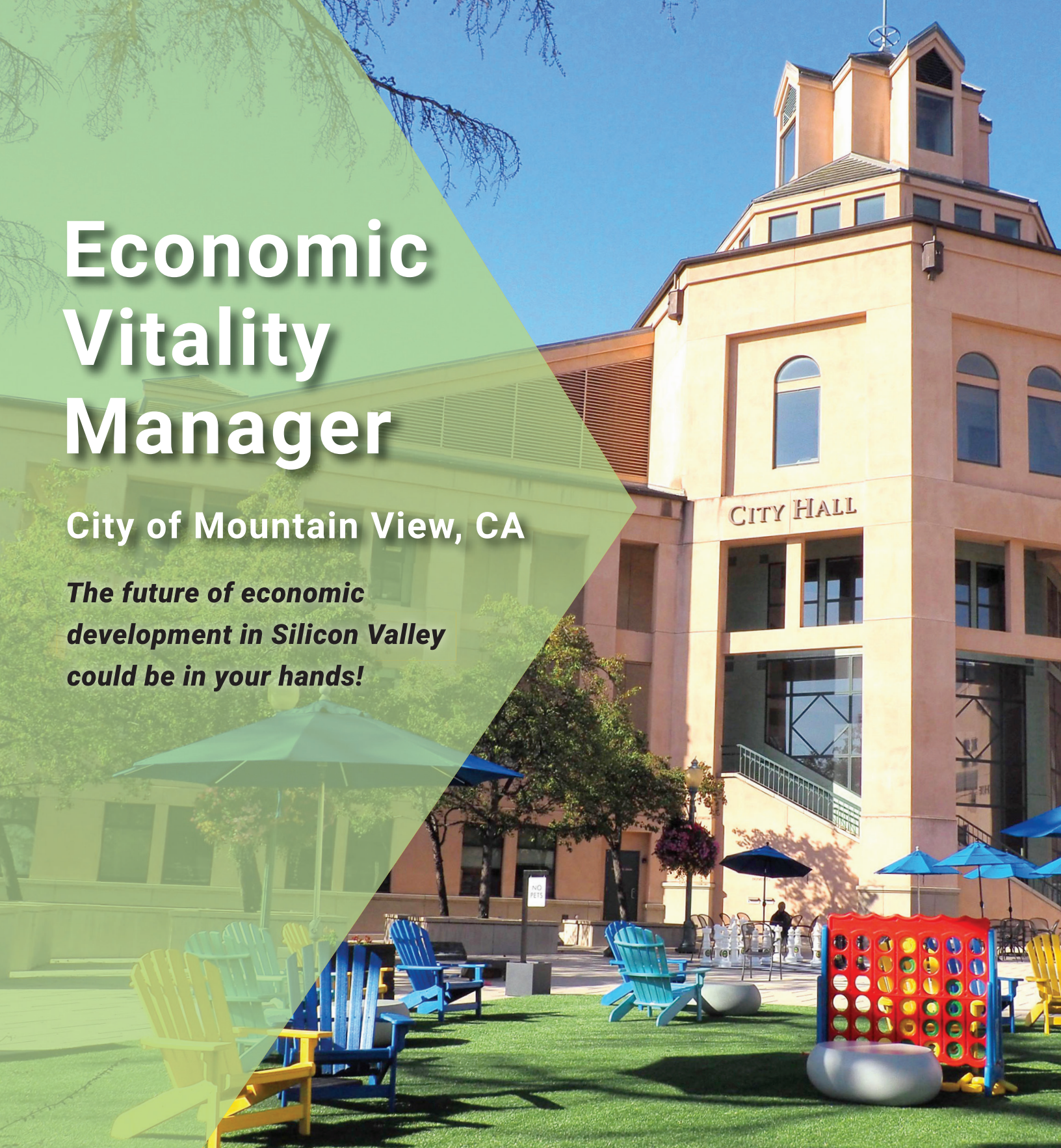




# Economic Vitality Manager

City of Mountain View, CA

*The future of economic  
development in Silicon Valley  
could be in your hands!*





# The Community

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 81,000 residents and many internationally known corporations such as Google, Microsoft, Intuit, and LinkedIn, as well as a thriving downtown and small business scene, and near 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.

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 experiencing more development activity than most cities on the Peninsula. The wide array of projects includes mixed use, residential (including affordable housing), commercial, hotel and office buildings, as well as large-scale master plans in the East Whisman and North Bayshore areas. In addition, several long-range projects, including the City's Downtown Precise Plan, Gateway Master Plan and a revision of the City's R3 multi-family ordinance, are currently underway.

**For a complete list of projects and their respective status, visit: <https://bit.ly/2Lz7FXm>.**

## 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.

Every two years, the Council adopts priority goals that provide a focus for the organization's workplan and drive progress on important community issues. The Council's four priority goals for the next fiscal year are: promoting a community for all with a focus on vulnerable populations and preserving the City's socioeconomic and cultural diversity; improving the quantity, diversity, and affordability of housing; developing and implementing comprehensive and innovative transportation strategies; and promoting environmental sustainability and quality of life for the community.

The City Council appointed Kimbra McCarthy as City Manager in March 2020.

Under her leadership, the City has pivoted quickly in the current 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 2020-21, the City is supported by a general operating fund budget of \$148.0 million (total budget \$346.2 million) and 661.25 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 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 •**



In response to the dramatic impacts COVID-19 conditions have imposed upon businesses, Mountain View quickly established unprecedented standards for offering direct and timely support by designing and launching Small Business Resiliency and Small Landlord Relief programs in a matter of days. These programs provided quick and easy access to 0% interest microloans to qualifying businesses. Further, along with offering technical assistance to business owners in pursuit of federal and/or state assistance, the City established a team of staff that called more than 700 small businesses in a high-touch approach to understanding the needs of the business community. The City also created the #TogetherMV online donation campaign for community members to donate towards the Small Business Resiliency Program. City funding, coupled with generous donations from Google, LinkedIn, and more than 170 community members, has provided more than \$1 million in capital available to businesses in need through the Small Business Resiliency Program.

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

# Economic Vitality Manager

## *An Opportunity to Reinvent*

Economic development, with a specific focus on small business development, is a priority focus area for the City as the region moves towards recovery from the current pandemic. The candidate selected will have the rare opportunity to design a contemporary and comprehensive Economic Development program that meets the robust expectations of a dynamic Silicon Valley municipality. This

is a high-profile position that will interact with leaders in all sectors of the business community, from the largest corporations to small businesses located downtown and throughout the City. The Economic Vitality Manager will initially be supported by 1.5 staff plus consultants who are dedicated to carrying out the division's current commitments and assisting with the creation of a new Strategic Plan that will define the future of economic development in Mountain View.

Reporting to the Assistant City Manager/Community Development Director, the position resides in the City Manager's Office and will be expected to engage regularly with the City Manager and key

members of her team. In addition, this manager will frequently interact and collaborate with team members in the Community Development Department, support the City Council-appointed Visual Arts Commission and the Downtown Committee, and manage the City's Downtown Parking District.

As a key member of the City team, this individual will develop strong internal and external relationships including acting as the City's liaison for the Downtown Business Association, Chamber of Commerce, Downtown Business Improvement Association, and other regional associations such as the Silicon Valley Economic Development Alliance.

## The Ideal Candidate

The ideal candidate will be a proactive and forward-thinking economic development professional known for being incredibly innovative and results oriented. This high-energy manager will naturally thrive in a demanding and dynamic environment. To be a good fit in this supportive organization, leaders must always be striving to enhance their "A game" while exhibiting genuine care and concern for the community.

The ideal candidate will have the demonstrated ability to become an invaluable resource for the Mountain View business community. This accessible and visible individual will be a superior communicator with exceptional interpersonal skills and high emotional intelligence. To that end, the ideal candidate will convey a passion for staying attuned to the needs and desires of both small and large businesses and be capable of interacting effectively with all sectors during this particularly difficult and uncertain time. Viewed as

a collaborative partner, this candidate will have an impressive history of building and maintaining effective relationships with both internal as well as external stakeholders and be known for outstanding customer orientation.

Consistent with the Mountain View culture, the ideal candidate will be a skilled and energetic people manager capable of inspiring team members to perform beyond what they believe they are capable of. In addition, this candidate will have a history of cultivating followership and excitement around goals that advance the big picture of an organization.

Working in partnership with the City's leadership, the Economic Vitality Manager must be willing to evaluate and introduce creative and groundbreaking ideas that best serve the business community while keeping the vision for Mountain View at the forefront. Hence, the candidate selected will display enthusiasm for researching and designing promising strategies that show potential for Mountain View's future economy. Impressive critical thinking abilities and

### City of Mountain View Cultural Ideals:

*Empower People  
Foster Collaboration  
Enhance Our Community  
Support Continuous Learning  
Champion Wellness  
Lead with Empathy  
Embrace Change and Innovation*



the capacity to analyze and thoughtfully communicate new concepts and possibilities are prerequisites for success in this role.

Five years of increasingly responsible experience in economic development, redevelopment, real estate financing, and planning, including one year of supervisory responsibility along with a Bachelor's degree from an accredited college or university with major course work in urban economics, finance, business or public administration or related fields, is required. Competitive candidates will possess general knowledge of real estate and land use laws. Experience working in a municipal environment, interacting with elected and/or appointed officials and familiarity with the Silicon Valley economy will be considered favorably.





# Compensation & Benefits

The annual starting salary range for the Economic Vitality Manager (working title for Economic Development Manager) is \$136,553 - \$204,830 (with a control point of \$170,692). 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 2020-2021; 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.

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

## Application & Selection Process

The closing date for applications is midnight on **Sunday, February 7, 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](http://www.tbcrecruiting.com).

**TB&CO.**

**Suzanne Mason • 562.631.2500**  
**Teri Black • 424.296.3111**

**TERI BLACK & COMPANY, LLC**  
[www.tbcrecruiting.com](http://www.tbcrecruiting.com)

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 March. 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 the evolving impacts of the COVID-19 virus.*

