City of Vacaville
Director of Information Technology

SALARY	$182,493.40 - $221,799.32 Annually	**LOCATION**	Vacaville, CA
JOB TYPE	FULL-TIME	**JOB NUMBER**	02303
DEPARTMENT	City Manager's Office	**OPENING DATE**	01/16/2026
CLOSING DATE	3/2/2026 5:30 PM Pacific		

ABOUT OUR JOB

The City of Vacaville - A beautiful place to live, a great place to work!

With over 600 employees, the City of Vacaville is proud to serve a vibrant, growing community. We offer a supportive and engaging workplace with employee social and wellness events, casual dress days, flexible work schedules, every other Friday off and outstanding pay and benefits.

Join us and help shape the future of Vacaville!

The City of Vacaville is seeking an experienced and forward-thinking Director of Information Technology to lead a dynamic team and shape the future of technology across the organization. This is an excellent opportunity for a seasoned IT professional who thrives on innovation, strategic leadership, and meaningful impact — **particularly the rare opportunity to build and lead a newly established department**.

As the City's technology expert, you will guide all aspects of the IT Department, including infrastructure, networks, cybersecurity, enterprise applications, user support, project management, and GIS. You will set the vision for how technology supports City services, leading modernization efforts that enhance efficiency, strengthen security, and elevate the experience for staff and community members.

Reporting directly to the Assistant City Manager, the Director of Information Technology will serve as a trusted advisor and strategic partner, collaborating with executive leadership and departments to identify organizational needs and deliver thoughtful, cost-effective solutions. You will oversee a talented team of professionals, manage complex budgets and contracts, and establish consistent standards, policies, and best practices for the newly formed department.

This role is ideal for a leader who excels at both long-term strategic planning and hands-on problem solving. If you are energized by the opportunity to build a new department, elevate citywide systems, enhance service delivery, and champion innovation, this position offers a compelling platform to make a lasting impact.

Please view our detailed job advertisement for more information about this exciting opportunity.

Salary Information:
$182,493 - $221,799/annually
A 2% COLA is scheduled for 11/1/2026
Working for the City of Vacaville comes with an excellent benefits package including:

- Medical Insurance at affordable rates - City covers up to 85% of Kaiser premium, other plans are also available
- Vision and Dental Insurance monthly premiums covered 100% by the City
- Healthcare double coverage opt-out incentive of $3,000 per year for eligible employees
- Paid sick leave, vacation leave, thirteen holidays and two floating holidays a year
- Up to 104 hours per year of Administrative Leave
- Tuition reimbursement and student loan repayment up to $2,200 per fiscal year
- Deferred compensation plan with up to 6% City contribution available
- California Public Employees Retirement System (CalPERS) plan enrollment and Retiree Health Savings account

ABOUT YOU

The Ideal Candidate

The ideal candidate is a strategic, tenacious, and forward-thinking IT executive who thrives in a fast-paced, high-opportunity environment. They possess deep technical expertise, exceptional leadership skills, and a strong commitment to public service. They are skilled at overseeing complex IT operations while also developing long-term plans that modernize systems, strengthen cybersecurity, and improve efficiency.

The successful candidate will maintain current knowledge of data communications, cybersecurity best practices, network systems, audio/visual technologies and enterprise applications. Strong relationship-building skills are essential, as the role requires close collaboration with City leadership, department heads, and external agencies. The ideal candidate will be able to:

- Provide visionary leadership and change management during the creation and launch of the new IT Department
- Guide the transformation of systems, workflows, staffing models, and service culture to meet the City's evolving priorities
- Ensure that cutting-edge technology and cybersecurity excellence empower the City's mission to foster innovation and protect intellectual property.
- Lead and inspire an IT workforce, fostering a culture of accountability, collaboration, technical excellence, and innovation.
- Conduct strategic assessments of existing technologies, contracts, and partnerships to identify opportunities for process optimization, cost efficiency, and modernization.
- Champion the adoption and integration of emerging technologies - including artificial intelligence (AI), automation, and advanced analytics to drive innovation and operational efficiency.
- Define and execute an enterprise IT strategy aligned with organizational goals and prioritizing initiatives based on business value and risk.
- Set strategic direction for IT capital and operating budgets, aligning investments with organizational goals and technology transformation priorities.
- Communicate effectively, presenting information, proposals, and complex technical strategies clearly and persuasively to diverse, non-technical audiences, including executive and council-level discussions.

Education and Experience Qualifications:

Education: A bachelor's degree from an accredited college or university. Coursework or a degree in computer science, business administration, or a closely related field is desirable.

Experience: Seven years of increasingly responsible experience in information technology, including analytical, operational, and project management responsibilities**,** are required,   including four years of administrative and management responsibilities. Experience in a public sector agency is highly desirable.

Please view our detailed job advertisement for more information about this exciting opportunity.

ABOUT EVERYTHING ELSE

A completed City of Vacaville employment application, along with resume and cover letter attachments, must be received by Human Resources b**y 5:30 p.m., Monday, March 2, 2026.**

Following the closing date, applications and resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to an initial interview process. A select group of candidates will proceed to an in-person assessment process. A full and comprehensive background check is required for this position.

Applicants are encouraged to apply online at www.cityofvacaville.com. Resumes will not be accepted in lieu of a completed application packet. Application packets may also be requested in person at Human Resources or by calling (707) 449-5101.

Interested candidates with questions are welcome to contact Regina Sickels, Principal HR Analyst at 707-449-5108 or regina.sickels@cityofvacaville.com

IMPORTANT: Contact with applicants will primarily occur via email. Please ensure that your application indicates a valid email address that you check on a regular basis.

For ADA information and other Frequently Asked Questions, please click here.

The City of Vacaville is proud to be an Equal Opportunity Employer and values diversity, equity, and inclusion in the workplace.

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Employer

City of Vacaville

Address

650 Merchant Street

Vacaville, California, 95688

Phone

707.449.5101

Website

http://www.cityofvacaville.com

Director of Information Technology Supplemental Questionnaire

*QUESTION 1

Do you possess a bachelor's degree from an accredited college or university with coursework or a degree in computer science or business administration?

○   Yes

○   No

QUESTION 2

Please indicate your bachelor's degree field.

*QUESTION 3

Do you have at least seven years of increasingly responsible experience in information technology, including analytical, operational, and project management responsibilitie

○   Yes

○   No

*QUESTION 4

Do you have four years of experience in administrative and management responsibilities?

○   Yes

○   No

*QUESTION 5

Do you have public sector experience?

○   Yes

○   No

* Required Question