



CITY OF MILL VALLEY

JOB ANNOUNCEMENT PUBLIC WORKS SUPERVISOR - PARKS DEPARTMENT OF PUBLIC WORKS

SALARY RANGE

\$7,959 - \$10,667/Monthly DOE

3.00% Cost of living increase to salary range scheduled for July 2026

ABOUT THE POSITION

Help shape and care for Mill Valley's parks, landscapes, and athletic fields as the Public Works Supervisor assigned to Parks Maintenance. This is a full-time, first-line supervisory position that leads a team of seven (7) Maintenance Workers who keep our outdoor spaces safe, beautiful, and sustainable.

As the City Arborist, you will oversee tree care and vegetation management in collaboration with the Fire Department and community partners. You will also guide the maintenance of irrigation and plumbing systems, manage the City's athletic fields, and ensure the care of gateway areas, medians, demonstration gardens, and other high-visibility landscapes. Another key responsibility is helping to preserve and enhance the City's cherished Steps, Lanes, and Paths.

Join us in making Mill Valley's parks and public spaces thrive. Your leadership and commitment will help shape a vibrant, healthy, and welcoming environment for all who live, work, and play here.

*Use the QR Code below to view a comprehensive list of essential duties and responsibilities on the CalOpps.org Application. **Please note: the Job Description is currently under review.***



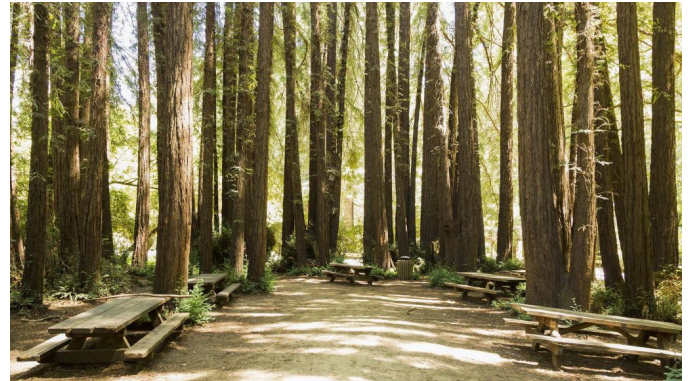
WHO WE'RE LOOKING FOR

We're looking for a skilled and motivated leader with a passion for parks, landscapes, and community spaces. The ideal candidate will offer a balanced skill set with proven experience in timely decision-making, team development and training, in-depth knowledge of municipal grounds and landscape maintenance, as well as the creativity to innovate and dream up new projects.

HS diploma or GED equivalent is required, as well as a minimum of five (5) years of increasingly responsible experience in landscape maintenance, including at least three (3) years at a supervisory level. Specialized training or class work in horticulture, landscaping, landscape architecture, turf management or related strengthens candidacy. Highly desirable: college degree in horticulture, parks management, turf management or related field.

Required Licenses & Certs (may be obtained within 1 year of hire):

- Valid Class C California Driver's License
- Qualified Applicator Certificate (QAC) – State of California, Department of Pesticide Regulation
- ISA Certified Arborist – Tree Risk Assessment Qualification (TRAQ) highly desirable
- NPRA Playground Safety Inspector Certificate
- Pest Control Advisor (PCA) License



Above: Picnic area in Mill Valley's Old Mill Park

COMPREHENSIVE BENEFITS

Health Insurance – City pays full premium for the Kaiser Family Plan or the equivalent thereof for Western Health Advantage HMO

Dental Insurance – City pays full premium for Delta Dental PPO

Leave – Per year, 2 to 5 weeks of vacation, 12 sick days, 15 paid Holidays, and 320 hours (equivalent to 8 weeks) Paid Family Leave for bonding with a new child or the birth of a child

CalPERS Retirement – New employees with no prior CalPERS service or that have a break in CalPERS service of 6 months or more: 2% @ 62; new employees who are "classic" CalPERS members and do not have a break in service of more than 6 months: 2% @ 55

Retirement Health Savings Account – mandatory 1% employee contribution (1.5% after 5 yrs of service); City matches after yr 1

457 Deferred Compensation – the City offers up to \$600/year in matching contributions toward deferred compensation

Other – The City provides full coverage for a \$50,000 life insurance policy and long-term disability insurance. Employees enjoy career development opportunities, ongoing training, and free or discounted access to City recreation facilities and programs, including the indoor pool, gym, summer camps, swim lessons, personal training, facility rentals, enrichment classes, and more!

APPLICATION INSTRUCTIONS

1. To apply, please visit www.CalOpps.org or use the QR Code.
2. Utilizing the application process mentioned above, please also upload your Cover Letter and Resume.

Resumes will not be accepted in lieu of the City's official application form and should accompany the application.

Application deadline: 9:00 P.M. Monday, December 8, 2025

INTERVIEW SCHEDULE

Round 1 Interviews (in-person): December 16, 2025

Round 2 Interviews (in-person): December 17, 2025

FOR QUESTIONS, PLEASE CONTACT:

HR Analyst Annie Bricca
26 Corte Madera Avenue
Mill Valley, CA 94941
abricca@cityofmillvalley.gov

The City of Mill Valley is an Equal Opportunity Employer