



**City of
Santa Clara**
The Center of What's Possible

The City of Santa Clara invites qualified candidates to apply for

Risk Manager



The City of Santa Clara

Nestled at the heart of Silicon Valley, just 45 miles south of San Francisco, the City of Santa Clara is a vibrant, historic community with a population of approximately 132,048. With its rich 170-year history, Santa Clara blends a small-town charm with the dynamic energy of one of the world's most innovative regions.

Santa Clara is home to Santa Clara University, California's oldest institution of higher learning, and the state's eighth mission. Named one of America's 10 safest cities, Santa Clara also stands out as one of the most livable cities in the U.S. – offering an unmatched quality of life that supports both individual and business success. Whether you're looking for a thriving career or a peaceful neighborhood, Santa Clara offers the best of both worlds.

A Hub for Innovation and Opportunity

Often called the "Data Center Capital of the West," Santa Clara boasts more than 50 state-of-the-art data centers and over 350 megawatts of multi-tenant commissioned power. The city is home to some of the world's largest and most influential tech giants, including Intel, NVIDIA, Applied Materials, and Agilent Technologies.

Education and innovation go hand-in-hand here. Santa Clara University, Mission College, and the University of California, Santa Cruz extension provide cutting-edge academic opportunities, further enhancing the city's intellectual vibrancy.

World-Class Entertainment and Recreation

Santa Clara isn't just about work—it's also about play. Home to Levi's Stadium, the iconic venue for the San Francisco 49ers, the city has hosted over 150 major events, including concerts, international sports competitions, and entertainment spectacles. In addition, Santa Clara's Convention Center, bustling shopping districts, exceptional dining options, medical facilities, and vibrant community centers offer something for everyone. For those who enjoy outdoor recreation, the city enjoys more than 300 days of sunshine each year. Tree-lined streets and welcoming neighborhoods provide an idyllic setting for families, and a rich array of cultural and recreational activities await.

Whether it's attending a live theater production or catching a concert in the summer, there's always something happening.

A Thriving Community to Call Home

Award-winning schools, low crime rates, and a welcoming atmosphere make Santa Clara one of the most desirable places to live and work in California. The city's perfect balance of vibrant industry, educational excellence, and family-friendly amenities creates a community where people can thrive both personally and professionally.

Discover why Santa Clara is the place to be. Visit [SantaClaraCA.gov](https://www.santaclaraCA.gov) for more information.

City Government

Santa Clara is a Charter City committed to fostering a vibrant and thriving community. Our mission is to deliver a high quality of life through resourceful, efficient, progressive, and professional leadership that serves the needs of both residents and businesses. Operating under a Council-Manager form of government, Santa Clara is dedicated to providing innovative solutions and ensuring the city remains at the forefront of progress.

Our City Council is composed of an elected Mayor, serving at-large, and six Council Members elected by district, all of whom serve four-year terms. The City Charter limits the Mayor and Council Members to two consecutive terms. Additionally, the Police Chief and City Clerk are both elected positions, ensuring direct accountability to the community.

Santa Clara's dedicated team includes approximately 1,149 full-time employees, working together to deliver exceptional public services. With a 2024-2025 fiscal year budget of \$1.65 billion, the city is poised to invest in both current and future needs, enhancing the quality of life for all who live, work, and play here.

In addition to its core municipal services, Santa Clara manages several important public services through specialized entities:

- Silicon Valley Power (SVP): A municipal electric utility that powers our city with sustainable, reliable energy.

- Santa Clara Stadium Authority: A Joint Powers Authority (JPA) overseeing the iconic Levi's Stadium, a premier venue for entertainment and sports.
- Santa Clara Convention Center: A city-owned facility, managed by a third-party agreement, that serves as a key tourism and business hub, supported by the Tourism Improvement District.

In addition to the specialized entities listed above, the City also has Water and Sewer utilities (enterprises) that serve the entirety of the City; associated with these enterprises, the City is 20% owner of the Regional Wastewater Treatment Facility. Through these dynamic and forward-thinking initiatives, the City of Santa Clara continues to serve as a model of innovation and excellence in local government.

The Department



The City Attorney's Office plays a pivotal role in guiding and safeguarding the City, providing expert legal counsel to the City Council, City officers, and all City departments. This dynamic team ensures that the City and its employees are represented in all legal matters, including actions or proceedings where they are parties due to their official roles.

The office is integral to the City's decision-making process, offering crucial legal advice on a wide range of issues initiated by the City Council, the City Manager's Office, and other departments. They expertly handle claims, litigation, and legal research, all while drafting, reviewing, and negotiating essential documents such as contracts, leases, policies, ordinances, resolutions, Public Records Act request responses, Council reports, and a variety of other documents.

The City Attorney's Office consists of 10.0 full-time employees and has a fiscal year 2025-26 base operating budget of \$4.3 million.

The Position

Are you a strategic thinker with a passion for risk management and public service? The City of Santa Clara is seeking a dynamic and experienced Risk Manager to join the City Attorney's Office and play a key role in shaping and implementing a comprehensive risk management and loss prevention program for the City and its associated entities.

In this pivotal role, you will work closely with leadership teams from the City Manager's Office, Finance Department, and Human Resources Department, ensuring the effective management of risks across a wide range of government programs and services. Your expertise will be essential in overseeing risk mitigation for critical areas, including general government programs, Silicon Valley Power (Electric Utility), Water & Sewer Utilities, and Stadium Authority.

As the Risk Manager, you'll have the opportunity to influence important decisions related to claims management, real estate development projects, and employee training programs—helping to protect both the City's assets and its future growth.

If you're ready to make an impact by leading risk mitigation efforts in a diverse and high-stakes environment, this is your chance to be part of a forward-thinking team dedicated to safeguarding the City's operations and reputation.



The Ideal Candidate

The City is seeking a highly skilled and experienced Risk Manager to join our dynamic team. You will bring a wealth of expertise in risk management, with a proven track record in all areas of risk management including risk identification and analysis, prevention and transfer, loss control and prevention, claims management, the development of risk mitigation policies and training programs, insurance coverage and management, and have demonstrated the ability to successfully lead cutting-edge, cross-departmental risk mitigation efforts for a public agency. Your expert knowledge and adaptable approach will provide the needed foundation to manage effectively in a complex environment with varying lines of business and stakeholders. You will have the opportunity to develop and manage an effective and well-coordinated risk management program.

Bringing deep knowledge and experience in risk management, the Risk Manager will exhibit an approachable and collaborative leadership style that engenders high credibility with employees, management, and contractors. You will partner with city staff and outside contractors to effectively and efficiently manage key risk management functions, including: risk analysis, claims administration, insurance procurement, vendor insurance management, policy and procedure development and use of technology for root cause analysis. You will have a proven track record of effectively working with different stakeholders to develop and implement systems and strategic approaches that effectively mitigate risk in a coordinated manner in a public agency. You will be a diplomatic partner that appreciates the different goals and objectives of key stakeholders and have the ability to bring their safety and risk management efforts together to form a comprehensive risk management program. You will be an effective communicator and problem solver, demonstrating the ability to find win-win, creative solutions and operate effectively with ambiguity. Further, you will have strong project management skills and effectively multi-task, balancing short-term, day-to-day tasks, such as insurance certification reviews, with the long-term goal of establishing a risk management program.

This is an incredible opportunity to make a significant impact on a city-wide level, working closely with departments such as Human Resources, Finance, Silicon Valley Power (Electric Utility), Water & Sewer Utilities, Stadium Authority, and other City Departments, to shape the city's approach to risk and safety.



Why Join Us?

As a member of our team, you will play an essential role in a forward-thinking, collaborative environment that thrives on innovation and teamwork. Your leadership will directly contribute to the success of our risk management efforts, ensuring the safety and security of our city. If you are looking for an impactful, high-visibility role where your contributions will make a lasting difference, we want to hear from you!

Minimum Qualifications

Graduation from an accredited college or university with a bachelor's degree in Business or Public Administration, Human Resources Management, Finance, or closely related field and four years of progressively responsible experience in risk management, safety loss control, or general liability and other insurance programs, including two years working in a lead or supervisory capacity. Experience in a public agency and an Associate in Risk Manager (ARM) designation are desirable.

Compensation and Benefits

The salary range for this position is \$173,957.76 – \$225,121.56, with a midpoint of \$199,539.66. The starting salary will be based on the experience and qualifications of the selected candidate. Appointment beyond the midpoint may be considered for candidates with significant experience and desirable qualifications. In addition, the City also provides a competitive benefits package, including:

Retirement: The City participates in the California Public Employees' Retirement System (CalPERS); with a 2.7% at 55 formula for Classic Miscellaneous members and a 2% at 62 formula for New PEPRA Miscellaneous Members.

Health Insurance: City contribution of up to \$2,604.19 per month based on enrollment in CalPERS Health Plan. Those who opt out of health insurance may be eligible for monthly cash-in-lieu.

Retiree Medical Reimbursement: For employees with at least 10 years of service and who retire with the City, the City reimburses up to \$425 per month for retirees until age 65, and up to \$254 per month for retirees after age 65.

VEBA: City contributes \$50 per month towards employee VEBA Account.

Paid Family Leave: Up to 8 weeks of benefits within a 12-month period.

Social Security/Medicare (FICA): Employee and City contribute toward Medicare (1.45%) and Social Security (6.20% up to the required annual limit).

Dental and Vision Insurance: City pays employee-only lowest cost plan. Employee pays for additional premiums above the

employer contribution toward dental and vision insurance.

Flexible Spending Account: IRS Section 125 Plan, employee may contribute up to \$3,300 per year to a health care spending account; \$5,000 per year to a dependent care spending account, and \$325 per month to a commuter benefit plan in pre-tax dollars.

Employee Assistance Program: City's vendor provides confidential counseling to employees and dependents. Up to a maximum of five (5) consultation sessions per family member per incident per year.

Vacation: Vacation accrual of 10 days per year for the first 4 years, with accrual increase over time. Maximum accrual is 480 hours.

Vacation Cash-Out: Up to 80 hours of accrued vacation once per year, to be paid in two cash-outs the following calendar year.

Sick Leave: 96 hours per year with no accrual limit.

Management Leave: 120 hours per calendar year (prorated in the first year based on hire date), with a maximum accrual of 180 hours.

Holidays: City observes thirteen (13) paid holidays annually and four (4) additional paid holidays between December 25th and January 1st.

Life Insurance: City pays the premium for \$50,000 of Basic Life Insurance coverage. Additional insurance may be purchased by the employee.

Deferred Compensation: City offers an optional 457(b) Plan. The City will contribute \$300/month to the employee's deferred compensation account.

Cell Phone/Smart Phone Stipend: A City- issued cell phone or an allowance of \$80 per month.

Tuition Reimbursement: City will reimburse eligible tuition expenses up to \$2,000 per fiscal year.

For more information on employee benefits, visit the City's benefits [website](#).

To Apply

If you are interested in this outstanding opportunity, please apply [online](#) and complete the application, and submit a cover letter and resume.

Filing Deadline

The filing deadline for this position is May 2, 2025.

The City of Santa Clara is an equal opportunity employer.