



The  
CITY OF OAKLEY

*Invites your interest  
for the position of*

COMMUNITY  
DEVELOPMENT  
DIRECTOR

*Our Mission*

---

*The City of Oakley will create a resilient future that fosters and  
attracts a vibrant and evolving community that welcomes and  
values all people*

# OUR COMMUNITY & CITY GOVERNMENT



The City of Oakley was incorporated in 1999 and operates under a Council-City Manager form of government. The five council members run under district elections, with four year terms. The Mayor and Vice Mayor are selected annually by their peers to serve one-year terms.

Under the direction of the City Manager, city services include Police, Public Works Engineering, Parks, Community Development, Recreation and

Administration. Utilities and Fire are provided by special districts. Oakley has a staff of 100 employees and an annual operating budget of \$71M.

The City of Oakley is a community of approximately 45,000 residents located in the eastern portion of Contra Costa County in the San Francisco Bay Area.

This time in the City's history is filled with excitement, growth and so much possibility. Oakley has blossomed into a growing suburban community of planned business and commercial development, landscaped parks, shopping centers and abundant leisure opportunities, including excellent fishing and recreational boating along the Delta. Oakley is a thriving and engaged community and a place that many call home.



Our values guide us on a PATH to where we want to LIVE, WORK, and Play in the heart of the Delta



## THE POSITION

The Community Development Director (CDD), is a critical role having direct interaction with the Planning Commission, Department Directors, the development community, businesses and the community as a whole. Under the direction of the City Manager, the CDD oversees and directs the building, planning and code enforcement divisions. Experience in all of these areas is highly desirable.



## THE IDEAL CANDIDATE

The CDD is a visible member of the city and must uphold the highest standards of conduct and integrity. This ethical leader is technically savvy, has deep understanding of the city's practices, is politically astute and knowledgeable of laws and regulations governing the city's work.

The ideal candidate will have a passion for public service, empathy towards others as well as innovative ideas to move the city forward. As a small, but growing city, candidates will be a working member of the team and will be successful utilizing the lead by example model.

Candidates should have a demonstrated history of identifying and responding to community needs as they relate to all divisions within the Community Development Department. A director with a high level of emotional intelligence will be valued along with advanced leadership and management skills and a proven ability to lead teams.

A bachelor's degree with major courses in urban planning, public or business administration or related field as well as six (6) years of increasingly responsible experience in municipal community development as well as three (3) years with management experience.

### Message from our City Manager

"I am looking for a professional with the proven knowledge, experience, and skill set needed to oversee a critical department that provides several key services to our city and community."



# COMPENSATION & BENEFITS

The City of Oakley offers a competitive salary and benefits package.  
The salary range for the Community Development Director is

**\$184,158-\$223,845**

The following is a summary of the benefits provided

- CalPERS Retirement 2% @ 60 for Classic or 2% @ 62 for PEPR (If Classic, City pays employee contribution to CalPERS)
- Health Benefits (Kaiser, Health Net, Anthem Blue Cross) with City contributions for family up to \$1,935 monthly
- Dental/Vision for employee and dependents paid by the City
- Life Insurance-\$100,000 term life policy with AD&D paid by the City
- Long-Term Disability paid by the City
- 14 Paid Holidays, 96 hours of Management Leave and incremental vacation and sick depending on years of service
- Cell Phone Stipend of \$76 per month
- Deferred Compensation-City will match up to 1% of base pay
- Retiree Health Saving-City contributions of \$50 per pay period and mandatory employee contribution of \$25 per pay period

## APPLY NOW

This position will remain open until filled.

The most qualified candidates with demonstrated experience will be invited to an in person interview

Please apply on our careers page  
<https://www.governmentjobs.com/careers/oakley>

Inquires are encouraged and will remain  
confidential.

Please contact HR Manager, La Sandra Sipp  
925-625-7011 or [sipp@ci.oakley.ca.us](mailto:sipp@ci.oakley.ca.us)

