DEPUTY DIRECTOR OF HUMAN RESOURCES



FOR NEW EMPLOYEES: Sign on Bonus: \$2,000 40 Hours of sick leave for Immediate use

THE COMMUNITY

Located in California's great Central Valley, Stockton has grown from a community with rich agricultural roots to an urban destination with a rich arts and culture scene, fine dining, shopping, sports, recreation, and family activities.



With a multi-ethnic and multi-cultural population of nearly 320,000 residents, Stockton is the 11th largest city in California. It is centrally located 60 miles east of the San Francisco Bay Area and 45 miles south of Sacramento, offering an easy and scenic drive to numerous world famous attractions such as Lake Tahoe, Yosemite National park, and the California Coast. In addition, Stockton has many local natural resources, including the San Joaquin Delta.

The community has a long tradition of established families who have called Stockton home for generations and many new residents who have chosen Stockton as the community in which to live and raise their families. The City has a number of beautiful residential neighborhoods along waterways and tree lined streets, and it offers an affordable cost of living with home prices approximately one-third the price of Bay Area homes. With its comfortable California lifestyle, Stockton is enriched by the pleasures of metropolitan living without the congestion, overcrowding, and expense.

Stockton is the county seat for San Joaquin County, where wine grapes have recently become one of the leading crops, transforming the region into one of California's premium wine districts. The robust and thriving Port of Stockton has direct waterway access to the San Francisco Bay and provides domestic and international distribution of dry and bulk cargo, containerized cargo, and steel, handling ships from all over the world. Home to several well known higher education institutions, including the University of the Pacific, California State University – Stanislaus, Stockton Center, and San Joaquin Delta Community College, Stockton offers a variety of private and vocational schools as well.

Year-round events and activities make Stockton a destination for venues and attractions such as the award winning Stockton Flavor Fest, Annual Jazz Brubeck Festival, Bob Hope Theatre, Children's Museum, and the Stockton Symphony.

THE ORGANIZATION

The City of Stockton is a full-service, Charter city with a Council/Manager form of government. The Mayor is elected citywide, and the six Council members are nominated and elected within their respective districts. The City is one of the largest employers in Stockton with approximately 1,790 full-time employees and has a FY 2023-2024 annual budget of approximately \$912 million.

The City Council directly appoints the positions of City Manager, City Attorney, City Auditor, and City Clerk. All other departments report to the City Manager, including Administrative Services, Human Resources, Community Services, Economic Development, Public Works, Information Technology, Municipal Utilities, Fire, Police, and Community Development. Stockton's organizational culture is one of high performance, trust, and collaboration, and its executive management team is characterized by highly skilled, experienced leaders.



THE DEPARTMENT

The Human Resources Department consists of 31 full time employees covering five divisions: Benefits Administration, Employee/Labor Relations, Risk Management, Onboarding/ Staff Development, and Workforce Planning. The Human Resources Department oversees a budget of \$161 million.



THE POSITION

This is an exciting opportunity for a Human Resources professional who is committed to public service, thrives in a fast paced environment, and places an emphasis on developing a collaborative organizational culture. The Deputy Director of Human Resources is responsible for assisting the Director and Assistant Director of Human Resources with developing and directing the implementation of goals, objectives, policies, procedures and work standards.

This class is distinguished from the Director of Human Resources in that the latter has overall management responsibility for all human resources activities and functions.

This position may provide day-to-day direction for one or more of the following divisions:

- Workforce Planning
- Labor/Employee Relations
- Risk Services
- Onboarding/Staff Development
- Employee Benefits



Responsibilities include:

• Planning, organizing, administering, reviewing and evaluating the activities of professional, technical and office support staff

- Develops and directs personnel programs including workforce planning, onboarding, benefits administrations, safety, loss prevention, retirement, leaves, training, workers compensation, ADA,
 equal employment, and other personnel
 program areas
- Develops and directs the implementation of goals, objectives, policies, and procedures; evaluates and implements changes in work methods and standards, and establishes measures of effectiveness
- Works with representatives of employee organizations and management to resolve problems within area of responsibility; interprets and applies laws, regulations, rules, and policies
- Prepares reports and correspondence for presentations to the City Council and/or Civil Service Commission
- Conducts analytical studies, develops reports and provides recommendations
- Monitors developments and legislation updates related to human resource matters to evaluate their impact upon City operations and related personnel matters
 - May represent the Director of Human
 Resources at meetings; makes
 presentations before various committees,
 hearing officers, and other decision making
 or pubic interest groups
 - Coordinates activities with City Manger's Office and City Departments

THE IDEAL CANDIDATE

The City of Stockton is seeking a well-rounded, seasoned, creative, and forward-thinking Deputy Director of Human Resources. The ideal candidate will support the team, advocate for staff, be a problem-solver, and will have the ability to deal constructively with conflict and develop consensus. The City is seeking a candidate who possesses a spirit of innovation and who understands the unique aspects of working for a full-service city. They must also have the ability to lead and shape the culture of the organization while encouraging and promoting staff growth and development. The City is looking for those who have a thorough understanding of the principles and practices of human resources management, including methods and techniques used in recruitment and selection, classification, salary administration, safety, and diversity. The Deputy Director of Human Resources must have the ability to communicate effectively both orally and in writing. The successful candidate will have a mastery of the technical requirements of the role as well as the needed flexibility to change course when the data or environment indicates it.

Qualified candidates must possess a Bachelor's Degree from an accredited college or university with major study in business, public or personnel administration, industrial relations, or a closely related field, and five (5) years of experience in human resources, employment law or policy interpretation, with a minimum of two (2) years of management or supervisory experience in a public agency setting. Possession of a Master's degree is desirable but not required.

SCAN TO APPLY



Filing Deadline August 7, 2023

THE COMPENSATION

The annual salary range for the Deputy Director of Human Resources is \$110,052.96 – \$140,440.40 based on the qualifications of the selected candidate. The City of Stockton provides an excellent benefits package which includes retirement with the California Public Employees' Retirement System (CalPERS), vacation, holidays, sick leave, medical, dental, vision, Deferred Compensation, Section 125 Flexible Spending Account, Life Insurance, AD&D and voluntary fringe benefits. For a complete list of benefits offered by the City of Stockton, visit www.stocktonca.gov/benefits

Newly Approved:

- Educational Assistance: Up to \$1,500 per year
- Deferred Comp: Up to \$25 per Pay Period to a Max of \$600 per year

Work Schedule

9/80 with alternating Fridays off

