



Harbor Director — Ventura County Channel Islands Harbor



Live Healthy • Work Inspired • Play Happy



The County of Ventura invites your interest for the position of

Harbor Director

The County of Ventura

From rolling hills to sweeping ocean views, Ventura County is located on the "Gold Coast," approximately 50 miles northwest of Los Angeles and 30 miles south of Santa Barbara. The near perfect Mediterranean climate with an average annual temperature of 74.2 degrees and a wonderful quality of life are a few of the reasons many of the 802,983 residents call Ventura "home." Ventura has a diverse economic base from tourism to high-tech enterprises in beautifully planned communities, making the region one of the safest and fastest growing in Southern California.

The County's 1,873 square miles include 1,846 square miles of land with 43 miles of coastline which is home to the following cities and points of interest: Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Santa Paula, Simi Valley, Thousand Oaks, and Ventura as well as national protected areas such as parts of the Angeles National Forest, Channel Islands National Park, and the Santa Monica Mountains National Recreation Area.

The County of Ventura offers numerous year-round activities ranging from walking on the beach to enjoying a concert in a park or sailing to the Channel Islands or hiking in the Los Padres National Forest. Ventura County is home to the Ronald Reagan Presidential Library and Museum, the San Buenaventura Mission, art galleries, and a state-of-the-art Civic Arts Plaza.

Ventura County has a strong economic base that includes major industries such as biotechnology, agriculture, advanced technologies, oil production, military testing and development, and tourism. Home to two universities (California State University Channel Islands and California Lutheran University), and three Community Colleges (Moorpark, Oxnard, and Ventura), multiple university extensions, institutes, and adult schools, the County enjoys a strong structure for workforce development.

This is an "AT-WILL" position exempt from the "Civil Service."

Harbor Department

The Harbor Department operates Channel Islands Harbor, the "Gateway to the Channel Islands," as a recreational and business facility. The Harbor consists of approximately 310 acres of land and water. Services are provided to water areas to the north (Mandalay Bay, Westport and Seabridge) on a reimbursement basis by agreement with the City of Oxnard. Immediately adjacent to the Harbor are two miles of County-owned public beaches and the State-owned La Janelle Shipwreck and Beach, which are also managed (lifeguarding and maintenance) by this Department. The Department oversees 31 master leases with private sector businesses, as well as a County fuel dock, small boat and commercial fishing marinas, a public launch ramp, and several public parks and docks. The Harbor is a 24-hour a day, 7-days a week operation.

Visit the Channel Islands Harbor website at <http://www.ventura.org/harbor>.

About the Position

The Harbor Director (classification Director Harbor) reports to the County Executive Officer overseeing the department which generates over \$9 million annually from all revenue sources with the largest source from harbor leases.

In addition to the harbor's general operation, the Director's key responsibilities are to collaborate with business partners to create a robust harbor economy, work with the residents and community to enhance the harbor's recreational value and champion enrichment projects to create a vibrant and flourishing harbor environment. Key activities involved with support of these goals will include policy formation, public outreach, business development and lease administration.

The ideal candidate will be a leader with previous experience collaborating with a wide variety of professionals and public agencies; leading teams in a dynamic and fast-paced work environment to achieve specific goals, both operational and strategic; making public presentations to stakeholders, advisory boards, and public offices; and managing harbor and/or marine facilities which generate revenue by providing services to the

Qualifications

The required education and experience may be obtained by a combination which includes 7 years or more of increasingly responsible facilities and operations management, and/or administration in a similar field, that includes progressively responsible supervision of personnel and a Bachelor's degree in Public Administration, business/finance, real estate management, urban planning, or other related field. Requirements include: experience with California land use law; budget preparation and administration, and operations generating revenue. A California Driver license is also required.

Typical Duties

Duties may include but are not limited to:

- Serves as the point of contact for County's Lessees, public agencies and the general public for the purpose of property management and lease administration.
- Works with Federal, State, County and City governmental agencies and special districts to coordinate contractual or mandated services at the harbor, beaches and adjacent areas.
- Hires and manages harbor patrol, maintenance, lifeguard, and office personnel.
- Oversees development and administers department budgets.
- Oversees development and evaluates operations and maintenance programs and objectives for program areas.
- Develops and implements policies, procedures and public relations programs for the Harbor/Beach areas.
- Pursues and administers grants and loans for construction, repairs, rehabilitation and maintenance of facilities on public owned land and water areas.
- Negotiates and oversees cooperative agreements with the County Fire Protection District and City of Oxnard.
- Coordinates and issues Special Activity Permits for Harbor/Beach special events/programs.
- Prepares/directs the preparation of records, correspondence and reports.
- May perform other work assigned by the County Executive Officer and/or Board of Supervisors.

Compensation and Benefits

Current Annual Base Salary Range:
\$138,596.18 - \$194,053.67 per year

The County offers an attractive compensation and benefits package. In addition to the above base salary, other "cash-like" benefits include up-to a 3% match on your 401(k) contributions. After using a minimum of 80 hours of annual leave during a 12 month period, you may redeem a portion of the accrual annually.

EDUCATIONAL INCENTIVE

Possible eligibility for an educational incentive of 2.5%, 3.5% or 5% based on completion of an AA, BA, or MA degree.

RETIREMENT/SOCIAL SECURITY

Both the County and you contribute to the County's Retirement Plan, which immediately vests in your Ventura County Employees Retirement Association (VCERA) account. Defined retirement benefits vest after five (5) years of service. Compensation for retirement purposes includes all cash compensation excluding overtime, and including Flexible Benefits contribution. The County and you also each contribute to Social Security.

HEALTH PLANS

Medical, Dental, and Vision Plans for you and your dependents. A flexible credit allowance of up to \$10,322 annually.

FLEXIBLE SPENDING ACCOUNTS

Increase your spending power by reimbursing you with pre-taxed dollars for IRS approved dependent care and health care expenses.

EXECUTIVE ANNUAL LEAVE

248 hours earned per year, increasing to 288 hours after 5 years of service, to 328 hours after 10 years of service, and to 368 hours after 15 years of service.



AUTOMOBILE ALLOWANCE/MILEAGE REIMBURSEMENT

Employees have the option of using a County vehicle and gasoline card, or receiving \$575 per month auto allowance and having any mileage driven on County business reimbursed at the standard rate established by the IRS.

DEFERRED COMPENSATION

You may elect to contribute to one or both of the County's deferred compensation plans (established under Internal Revenue Code Sections 401(k) and 457). If you participate in the County sponsored 401(k) plan, the County will match a part of your contribution up to 3% of your salary, on a per pay period basis. You must be regularly scheduled to work 40 hours or more each pay period to participate in the 401(k) plan. These plans enable you to build long-term savings while deferring current federal and state income taxes. In addition to pre-tax contributions, you are also able to make after-tax contributions through the Roth option available in the 457 plan.

HOLIDAYS

10 paid days per year plus a scheduled floating holiday.

OTHER BENEFITS

Other benefits include: Disability Plans, Employee Assistance Program, Life Insurance, Tuition Reimbursement, Benefit Reimbursement Program and a Wellness Program.

Incumbents are also entitled to County-paid membership in professional organizations related to their position.



The Process

To apply for this exceptional and unique career opportunity, please do one of the following:

- E-mail your current resume to:
Katie.Reynolds@ventura.org
- Mail a hard copy of your current resume to :
Katie Reynolds
County of Ventura Human Resources
800 South Victoria Avenue, L-1970
Ventura CA 93009
- Submit an on-line application at www.ventura.org/jobs and attach your current resume

First review of applications is anticipated to be on February 20, 2018., to determine whether or not the stated requirements are met. All relevant work experience, training and education need to be included in order to determine eligibility.

Following an evaluation of the resumes, the most qualified candidates will be invited to a panel interview. The top candidates, as determined by the panel, will then be invited to a second interview with the County Executive Officer.

For further information about this recruitment, please, contact Katie Reynolds by email at katie.reynolds@ventura.org or by telephone at (805) 654-2563.

