



HOUSING AND HUMAN SERVICES DIRECTOR
CITY OF SANTA MONICA, CALIFORNIA

Recruitment Services Provided By





The Opportunity

Santa Monica, a world-renowned city ideally located on the beautiful Southern California coast, seeks a Housing and Human Services Director to lead the department through a remarkable period of reorganization with significant new funding resources and political support to address the community's most pressing issues related to housing and human services.

The City of Santa Monica

The City of Santa Monica is a beautiful beachfront community of 8.3 square miles, but with a significantly large feel and impact. Home to some 91,000 residents, Santa Monica has earned an international reputation as a progressive and forward-thinking municipality well known for its high quality of life, innovative programs and service delivery, a highly engaged community, along with a strong commitment to social and economic diversity, fair housing, the arts, and sustainability.

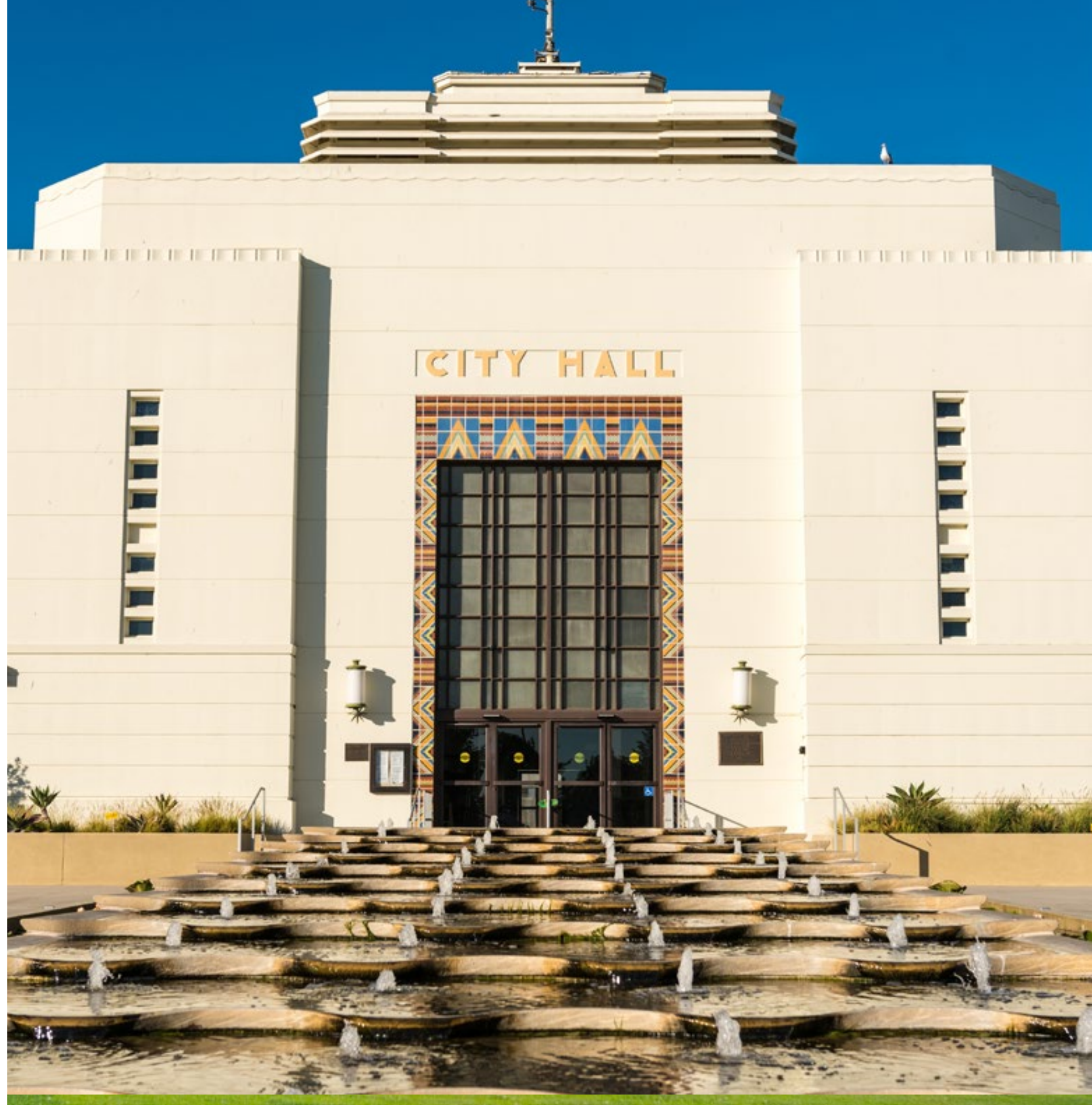
Residents, businesses, and visitors alike are attracted to Santa Monica, a community-centered, multi-cultural beach town, because of its desirable location and world-class amenities. The city offers beautiful neighborhoods, world famous beaches, the iconic Santa Monica Pier and Third Street Promenade, a thriving arts community, beloved local restaurants, excellent schools, exceptional health care providers, award-winning City facilities, and delightful weather.

Santa Monica's seven distinct neighborhoods are home to approximately 71% renters, due in part to generous rent control and affordable housing policies. The nearly 10,000 businesses in the city offer some 91,000 jobs. In addition to the city's beloved local businesses, everything from high profile entertainment companies and world class retail to small entrepreneurial start-ups call Santa Monica home, including Activision, Beautycounter, Cedar Sanaï, Hulu, Lionsgate, Providence St. John's, Snap, Twitter, and UCLA Health. Prior to the pandemic, approximately 8 million tourists visited Santa Monica annually, contributing to its economic strength and vitality.

City Government

Santa Monica is a charter city with a council-manager form of government. The City Manager reports to a seven-member, part-time City Council which is elected at-large and designates its own Mayor. The City Manager has a strong executive team that includes the City's fourteen department directors, which will include the next Housing and Human Services Director. Santa Monica's level and breadth of services surpass those of other cities of comparable and even larger size. The City provides a full slate of services, including police and fire protection, water and wastewater, street maintenance, public landscaping, a regional transit system that services 13.2 million riders each year, parking services, parks and recreation including 245 acres of beaches, five public libraries, planning, building and safety, the Santa Monica Pier, a cemetery, and a high level of support for social services, art and cultural programs, and public education.

As an AAA-rated city, Santa Monica has long relied on conservative fiscal assumption to plan ahead. The City has an approved FY 22-23 operating budget of \$799.5 million, including nearly 1,900 full-time employees, putting the City of Santa Monica on a financially sustainable track for the future.





The Housing and Human Services Department

The City of Santa Monica recently undertook a reorganization, dividing its Community Services Department into two separate departments to give each greater focus. As a result, the Housing and Human Services Department is a new department within the City with the mission to be responsive to the community's educational, social, housing, and economic needs. This includes affordable housing production, preservation, and voucher programs, and a portfolio of services and investments ensuring access to a system of care that addresses the diverse needs of Santa Monica's most vulnerable individuals and families including youth, seniors, people experiencing homelessness, people with disabilities, and low-income households. The department will be staffed with 73 FTE employees, with an additional 8 FTE positions available as needed, and the FY 23-24 proposed operating budget is \$55.2 million.

73 FT
EMPLOYEES

\$55.2 M
BUDGET

The Position

This at-will position is a key member of the City Manager's Executive Team and provides day-to-day management of the Housing and Human Services Department. Key responsibilities of this position include, but are not limited to the following:

- Directs and manages the activities and operations of the Department of Housing and Human Services, including developing and implementing strategies to increase affordable housing opportunities through new development, acquisition and rehabilitation, and housing assistance programs including section 8 and other federal voucher programs.
- Directs programs, services, and funding for the City's Human Services Grants Program, non-profit organizations that support vulnerable populations including youth, families, seniors, people experiencing homelessness, persons with disabilities, and low-income community members.
- Establishes departmental goals and policies in accordance with the department's mission and service level objectives; prioritizes and supervises their implementation.
- Confers with the City Manager on departmental policies and programs, and coordinates activities with other City departments and outside agencies.
- Acts as executive sponsor, as designated by the City Manager, with cross-departmental authority to lead on homelessness efforts and to develop and implement a homelessness strategic plan, drive programs forward across departments, including assigning roles and responsibilities, to achieve strategic plan goals, monitor success, lead collaboration efforts, and support enhanced communication.
- Oversees the building of relationships with local, regional, state, and federal government representatives to support regional efforts to address work to advance City priorities and goals with respect to homelessness, advocacy for regional resources and solutions, and coordination of long-term plans and funding strategies regarding homelessness and homelessness prevention.
- Establishes budget priorities based on revenue and expenditure trends, and community and legislative priorities, making adjustments as necessary. Directs budget preparation and control, including the development of fee for service and other revenue producing programs.
- Oversees the delivery of direct service programs to youth and families, through a range of community and out-of-school time programs to improve educational, social, and emotional outcomes.
- Leads partnerships and initiatives with local educational institutions, the business community, and other major institutions and non-profit organizations in the city.
- Directs the analysis of revenue-producing opportunities for programs and the identification of community resources, including volunteers, to support programs.





Challenges and Opportunities

The next Housing and Human Services Director for Santa Monica will have the opportunity to experience career-defining opportunities:

- The selected candidate will have an incredible opportunity to address the number one pressing issue in Santa Monica with an unprecedented amount of financial and political support. Santa Monica voters supported Measure GS which is estimated to generate upwards of \$30 million annually earmarked toward homelessness. The City Council also recently increased the City's hotel bed tax, with the increase also earmarked toward homelessness services. These efforts will provide powerful resources not available in many cities and demonstrate dedicated support for the work by the community, the Council, and the City Manager's office.
- The new Director will be able to directly combine traditional housing programs, such as vouchers, with direct production of affordable and below-market housing. As an example of such an effort, the City was awarded \$2 million in federal funds to demolish a city-owned parking structure to make way for a significant affordable housing project in Santa Monica's downtown. Significant funds are also available for the direct provision of youth, family and other human services programs through funding and partnering with community non-profits.
- With any significant reorganization, there is an opportunity to refocus organizational culture and alignment with the City's goals and objectives toward these critical community issues. The next Director will have unparalleled support in this regard.
- The next Director will be tasked with bridging staff and community in a way that is not only highly engaging and inclusive, but also develops a straightforward and effective means to communicate. All audiences will be interested in seeing measurable progress gained from the significant effort and resources that have been afforded to housing and human services in Santa Monica.
- The new Director will demonstrate a commitment to diversity, equity, and inclusion that will create a welcoming and inclusive environment in the department and the city as a whole.



Ideal Candidate

The new Housing and Human Services Director for Santa Monica will be provided with extraordinary opportunities to bring to bear upon some of today's most challenging issues.

- The ideal candidate will see the unique assets that Santa Monica has put into place as real opportunities to make measurable improvements upon housing, homelessness, and related social issues.
- Successful candidates will be comfortable working in engaged communities with a variety of diverse opinions and perspectives and will be well versed in the many issues related to housing and human services.
- A strong understanding of affordable housing finance, with a creative and entrepreneurial approach toward bringing a variety of financial options to bear upon potential projects is desirable.
- The ability to understand and navigate the complex multitude of programs and services available to address housing and human services would be valuable.
- A leadership style that permeates a mission driven, solution-focused attitude toward the important work of this department through inclusivity and engagement would lead to success.

Minimum Qualifications

The following are the minimum qualifications for the position:

Education: Graduation from an accredited four-year college or university with a bachelor's degree.

Experience: Seven years of recent, paid, progressively responsible professional work managing, leading or coordinating human services, community services, or affordable housing programs.





Compensation and Benefits

The annual salary range for the Housing and Human Services Director is **up to \$248,000**. Placement within the range is negotiable and dependent upon qualifications.

The City offers an outstanding benefits package which includes retirement benefits provided by CalPERS. Employees who are Classic members of CalPERS or a reciprocal system, but new to the City of Santa Monica will be enrolled in the CalPERS 2% @ 55 benefit formula. Employees who are new CalPERS members (those obtaining initial membership on or after January 1, 2013), will be enrolled in the CalPERS 2% @ 62 benefit formula.

Other benefits include a 457 deferred compensation plan, with City contributions, as well as retiree medical benefits.

The Recruitment Process

This recruitment will be handled with strict confidentiality. References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed to Greg Nelson or Bryan Noblett at (916) 550-4100.

Interested candidates are encouraged to apply immediately at mosaicpublic.com/careers as this recruitment will close once a sufficiently strong candidate pool has been established.

The City of Santa Monica is an Equal Opportunity Employer and strives to build balanced teams from all walks of life without regard to race, color, ethnicity, religion, national origin, age, sex, sexual orientation, gender identity, marital status, ancestry, disability, genetic information, veteran status, or any other status protected under federal, state and or local law. We aim to create a workplace that celebrates and embraces the diversity of our employees.

