

Peckham & McKenney
"All about fit"



Photo Credit: Deane Little

General Manager
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
LOS ALTOS, CALIFORNIA



THE DISTRICT

Open space lands offer a respite from everyday life, a source of clean air and water, and local agriculture as well as an opportunity to experience and learn about the diverse natural environment that contributes to our quality of life. The late 1960's was a time of rapid growth in the Bay Area. As tract housing and commercial development began to dominate the "Valley of Heart's Delight," concern for the preservation of irreplaceable foothill and bayland natural resources mounted among open space advocates. Through the determined and heartfelt efforts of local conservationists, the Midpeninsula Regional Open Space District was created by successfully placing an initial voter initiative on the ballot in 1972. Forty-six years later, the District has permanently preserved over 63,000 acres of mountainous, foothill, coastal, and bayland open space, creating 26 open space preserves visited by over two million people per year. Over 17,000 acres of District lands are dedicated to agriculture and grazing.

The District covers an area of more than 550 square miles and includes 17 cities and adjoining unincorporated areas in San Mateo, Santa Clara, and Santa Cruz counties. The District is working collaboratively with its partners to form a continuous greenbelt of permanently protected open space by linking its lands with other public parklands. In addition, the District participates in cooperative efforts such as the Bay Trail, Ridge Trail, and Coastal Trail, which are regional trail systems that include and/or connect to District lands.

The Midpeninsula Regional Open Space District's Mission is: "To acquire and preserve in perpetuity open space land and agricultural land of regional significance, protect and restore the natural environment, preserve rural character, encourage viable agricultural use of land resources, and provide opportunities for ecologically sensitive public enjoyment and education."

THE ORGANIZATION

Headquartered in Los Altos, California, the District is divided into seven geographic wards, each containing approximately 100,000 constituents and represented by an elected Board member for a four-year term. The November 2018 election includes four Board seats on the ballot. The District has enjoyed a stable, professional, and dedicated Board over the years, and Board members work cohesively to further the mission of the District. The Board appoints the General Manager, General Counsel, and the Controller. The District is also served by Board-appointed advisory committees.

The District is known as a cutting-edge leader in the industry, and its next General Manager will join a stable, passionate, and talented staff of 175 FTEs. Characterized by a collaborative atmosphere, the District is a high-achieving and forward-thinking organization. Two Assistant General Managers (Project Planning & Delivery and Visitor

& Field Services) and a CFO/Director of Administrative Services report directly to the General Manager. Operating departments reporting to the two Assistant General Managers include Engineering & Construction, Real Property, Public Affairs, Planning, and Natural Resources as well as Visitor Services and Land & Facilities Services. The CFO/Director of Administrative Services oversees internal operations including Human Resources, Information Services Technology, Finance, and Budget & Analysis.

Close to 50 employees staff two main field offices and one outpost and provide patrol, maintenance, and visitor services. Rangers are primarily responsible for the day-to-day patrol and visitor contact on the District's preserves. All Rangers are sworn law enforcement officers and unarmed but trained in defensive tactics, as well as in fire suppression, emergency medical response, and resource management techniques. The field staff includes permanent and seasonal Open Space Technicians and Equipment Mechanic Operators, who are responsible for maintaining the District's land and facilities, building and maintaining the trail system, and performing resource management activities within the preserves.

Over the past few years, the District has implemented the Financial/Operational Sustainability Model (FOSM), which includes innovative organizational changes focused on increasing the organization's effectiveness as a regional open space agency and its responsiveness to the public. Further implementation and refinement of the FOSM is expected to bring about a continued evolution of organizational change that will benefit the communities it serves.

The FY 2017/18 budget is \$61.4M, and the overall financial health of the District is strong and stable. The District's primary revenue source is a share of the annual total property tax collected within the District. Other revenue sources may include federal and state grants, interest and rental income, donations, land gifts, and bond and note issues. With the approval of Measure AA, a \$300 million general obligation bond approved by over two-thirds of the District's voters in June 2014, proceeds from bonds will be used over approximately the next 20-30 years to:

- protect natural open space lands;
- open preserves or areas of preserves that are currently closed;
- construct public access improvements such as new trails and staging areas;
- and restore and enhance open space land, which includes forests, streams, watersheds, and coastal ranch areas.

Measure AA funds will be used for 25 key project portfolios. The District is currently making substantial progress on these projects, most notably the opening of the Mt. Umunhum Summit and lower La Honda Creek Open Space Preserve, as well as the future opening of western Bear Creek Redwoods Open Space Preserve in late 2018. In addition, the District will continue to protect and restore natural resources and habitats, identify opportunities to provide public access and connect with its diverse communities, and support

sustainable agriculture along the San Mateo Coast.

Additional information about the Midpeninsula Regional Open Space District is available at www.openspace.org.



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THE POSITION

The Open Space District has enjoyed a great deal of stability over the past 46 years with three General Managers leading the organization through its various distinct stages. Steve Abbors served as the District's General Manager since 2008, and he retired in December 2017.

The District seeks a General Manager who is passionate about the mission and has the vision, dedication, and drive to lead the organization into the next phase of successful development.

Working collaboratively with the Board of Directors, the General Manager will be accessible and responsive and will ensure an efficient flow of information to the Board. The ideal candidate will bring proven experience working with an elected body and will understand the importance of treating all members equally and respectfully. A proven communicator, the General Manager will understand the proper flow of communication from the Board to the management team and throughout the organization.

The ideal candidate for General Manager will trust, respect, and guide the District's talented staff and will serve as an inspirational leader to the organization. The General Manager will have the ability to make strategic decisions and lead the staff in proactively addressing complex issues and maneuvering through the opportunities and challenges of an evolving environment. The General Manager will have the ability to lead, motivate, and develop the team to understand its role and the importance



Photo Credit: Karl Gobl

each member individually and collectively plays in the mission of the District. The new General Manager will promote a collaborative culture and learning mindset and encourage innovation and risk taking. The General Manager will lead the District's efforts to more effectively serve its increasingly diverse constituents and communities.

The General Manager will serve as the voice and face of the District, actively building, maintaining, and enhancing relationships with external partners at the local, regional, state, and national levels. Valuing public engagement, transparency,



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and communication, the General Manager will believe in public service and proactively work to create stronger bridges with other agencies.

Given the District's history of stability, the General Manager must be committed to the District and passionate about its mission. Experience in, or a sound understanding of, local government and governmental affairs is desired. At least eight years of management experience is required. The equivalent of a Bachelor's degree from an accredited college or university with major coursework in public administration, business administration, or a closely related field is required; a Master's degree is preferred.

THE COMPENSATION

The annual salary for the departing, tenured General Manager was \$255,024. The salary for the incoming General Manager will be dependent upon the qualifications and experience of the

selected candidate. In addition, the District offers the following general benefits.

RETIREMENT PLAN - CalPERS 2.5% @ 55 for classic members; CalPERS 2% at 62 for new members.

SOCIAL SECURITY - District does not participate in SS; however, the District does pay toward Medicare.

MEDICAL PLAN - Choice of HMO or PPO plans through CalPERS - District pays most of insurance premiums.

DENTAL PLAN - DELTA DENTAL - District paid.

VISION PLAN - VSP - District paid.

LIFE, LTD (LONG-TERM DISABILITY) AND AD&D (ACCIDENTAL DEATH AND DISMEMBERMENT)

INSURANCE - District paid.

EMPLOYEE ASSISTANCE PROGRAM - District paid.

VACATION - Starts at 15 days per year.

PERSONAL LEAVE - 36 hours of leave per year.

ADMINISTRATIVE LEAVE - At-Will Managers receive sixty-four (64) hours of Administrative Leave time per calendar year.

HOLIDAYS - 11 paid holidays per year.

SICK LEAVE - 12 days per year - no cap on accumulation; up to 72 hours per year may be used for Family Sick Leave.

Optional benefit programs include deferred compensation plans, flexible spending plans, commuter check program, supplemental life insurance, and tuition reimbursement programs.

SEARCH SCHEDULE

Resume filing deadline April 16, 2018

Preliminary Interviews April 23-27, 2018

Recommendation of Candidates May 1, 2018

Finalist Interview Process May 21 and 22, 2018

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please send your resume and cover letter electronically to:

Peckham & McKenney

apply@peckhamandmckenney.com

Resumes are acknowledged within two business days. Please do not hesitate to contact Bobbi Peckham toll-free at (866) 912-1919 if you have any questions regarding this position or recruitment process.



www.peckhamandmckenney.com

