

INVITATION TO AN EXCITING CAREER OPPORTUNITY

IRVINE

CALIFORNIA



DIRECTOR OF PROJECT DELIVERY AND SUSTAINABILITY

Salary Range
\$158,808.00 – \$247,416.00
Annually



POSITION

Irvine's leadership believes passionately that in order to be a truly effective organization capable of living out its mission, the City must always start with a focus on people. To that end, we are seeking an accomplished leader to serve as the next Director of Project Delivery and Sustainability!

To meet the standards of our high performing organization, Irvine expects more than just someone with sophisticated technical knowledge and skills. The successful candidate will also need to be an authentic leader whose style is grounded in a foundation of humility, and who appreciates the critical importance people play in building a successful organization.

If you are an innovative and team-oriented leader who wants to make a lasting impact by leading the effort to build major capital projects to create a more sustainable Irvine, we would love for you to consider joining our team!

The Director of Project Delivery and Sustainability is a new position that was created to lead a recently constituted department which is intended to help the City better focus on the critical role of executing and delivering current and future capital improvement program projects, while also

leading our sustainability operation. In particular, the City is embarking on the development of generationally significant infrastructure initiatives of a scale that few communities have contemplated. In particular, the City is looking to begin construction of the +\$1 billion [Great Park Framework Plan](#), and the successful candidate will be tasked with building a truly spectacular metropolitan park that will rival every other great park that exists in the world.

In addition, Irvine takes great pride in being a regional leader in advancing sustainability initiatives, with environmental programs currently topping the list as one of the City's most important policy areas. Irvine has adopted the aspirational goal of becoming carbon neutral by 2030, and the new Director of Project Delivery and Sustainability will be charged with finalizing the development and implementation of the City's Climate Action and Adaptation Plan (CAAP), and more!



THE IDEAL CANDIDATE

Director of Project Delivery and Sustainability

If you have a passion for teamwork and a commitment to continual improvement, are intrigued by the thought of being part of a team charged with enhancing the City of Irvine, are looking to join an organization that values people and community and delivering real results, then Irvine could be that special place you've been imagining for your next career move!

- * Demonstrate a desire to engage in the hard work needed for an agency to deliver premier projects and programs.
- * Be willing to put the needs of the team ahead of any personal desires and ambitions.
- * Value serving the community
- * Passion to find innovative solutions while understanding the work and resources needed to achieve these goals.
- * Ability to inspire the team with a genuine leadership style grounded in humility.

MINIMUM QUALIFICATION

- ▶ Bachelor's degree in Civil Engineering, Architecture, Business Administration, Construction Management, or a related field.
- ▶ Minimum of eight (8) years of increasingly responsible experience in Public Works construction management and administration experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities.
- ▶ Master's degree preferred.
- ▶ Possession of, or ability to obtain, a valid California driver's license.

DESIRABLE QUALIFICATION

- ▶ Registration as an engineer and/or a certification in construction management is highly preferred.





DEPARTMENT

Project Delivery and Sustainability

The Project Delivery and Sustainability Department has recently been constituted in an effort to enhance the City's infrastructure delivery and sustainability efforts. The new department will be tasked with the design, development, and delivery of all capital projects advanced by the City, from the annual CIP project listing (that averages around \$100 million/year), to the implementation of Active Transportation Program efforts, to the delivery of a globally relevant Great Park (you can view a [2022 Interactive Capital Improvement Projects Maps here](#)). In addition, given the City Council's policy direction that Irvine serve as the regional leader in advancing municipal sustainability efforts, the new department will be tasked with overseeing all environmental programs and efforts in the City, including the development and implementation of the City's CAAP. Of note, additional duties and responsibilities may be assigned to the new department, depending on the background and skillset of the successful candidate.

The new department is being formed by consolidating various operating divisions that were previously part of the Public Works Department, Community Services Department, and City Manager's Office. The successful candidate will be leading a team of approximately 50 people and several key consultant firms at the outset, with additional operational adjustments to be determined after the City identifies a final candidate for this role.



CITY OF IRVINE

**TOP
WORK
PLACES
2022**

THE ORANGE COUNTY
REGISTER

The City of Irvine is a Charter City, operating under a Council/Manager form of government. Its eight departments include Administrative Services, the City Manager's Office, City Clerk's Office, Community Development, Community Services, Human Resources, Public Safety, and Public Works & Transportation. Since its incorporation in 1971, Irvine has become a nationally recognized City, with a population of over 310,000 that spans 66 square miles and is recognized as one of America's safest and most successfully master-planned urban communities. In 2021, Irvine was the fastest growing city in California, and is now the 13th largest city in the State by population. Irvine is home to more than 20,000 businesses and several robust industry clusters, including life sciences, information technology, aerospace, advanced manufacturing, and digital arts and media. Top-rated educational institutions like UC Irvine, an enterprising business atmosphere, sound environmental stewardship, and respect for diversity, equity, and inclusion all contribute to Irvine's high quality of life. This family-friendly City features more than 16,000 acres of parks, sports fields, and dedicated open space and is the home of Great Park. Other notable attractions include the Irvine Spectrum Center, Irvine Barclay Theatre, and Bommer Canyon.

IRVINE REMAINS THE
**SAFEST CITY
IN AMERICA**

FOR THE 17TH CONSECUTIVE YEAR, BASED
UPON FBI STATISTICS FOR VIOLENT CRIMES.



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DIRECTOR OF PROJECT DELIVERY AND SUSTAINABILITY

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SALARY:
\$158,808.00 – \$247,416.00
Annually Depending on Qualification

BENEFITS PACKAGE

The City of Irvine offers a highly competitive compensation and benefits package including:



RETIREMENT

CalPERS 2% at 62 formula for new CalPERS members; or 2% at 55 formula for existing CalPERS members with less than a six-month break in service from another CalPERS or CalPERS reciprocal agency.



HEALTH PLAN

The City currently offers medical, dental, and vision insurance coverage for employees and their dependents. In addition, the City provides life insurance and a disability plan for employees.



LEAVE TIME

120 to 200 hours of annual vacation accrual, depending on years of service; 12 paid holidays per year; 96 hours of sick leave per year; 60 hours of administrative leave per year; and 80 hours of annual personal leave.



CAR ALLOWANCE

The City provides a monthly car allowance of \$550.



MANAGEMENT INCENTIVE COMPENSATION

The City offers additional compensation in the amount of 3% above base salary.



PARENTHOOD LEAVE

160 hours of paid parenthood leave within 1 year of birth or adoption.



CELLULAR PHONE ALLOWANCE

The City provides a monthly cellular phone allowance of \$100 plus a reimbursement of up to \$1,000 for cellular equipment once every two years.



EMPLOYEE DISCOUNTS

Entertainment discounts available for many theme parks and attractions throughout Orange County and San Diego.



FLEXIBLE SCHEDULE

City employees may work a 9/80 hour work week schedule.



EMPLOYEE DEVELOPMENT

Health and Wellness Benefit of \$1,000 per year for work related expenses, training costs and other unreimbursed expenses.



WELLNESS PROGRAM

City Wellness program that includes on-site fitness centers.



DEFERRED COMPENSATION

The City shall contribute an amount equal to 4% of an employee's base salary in a deferred compensation account.



Best City to Live In
INSPIRED BY VISION
Happiest City in US
50th Anniversary
Service community
Greenest City
BIKE FRIENDLY

ENVIRONMENTAL STEWARDSHIP
PLANNED FOR SUCCESS
Active Lifestyle community parks
quality of life open space
PARTNERSHIP WITH THE COMMUNITY

우리가 어바인입니다

WE ARE IRVINE

ما ارواين هستيم
هم अरखाइन हैं DIVERSITY

CHÚNG TÔI LÀ IRVINE Nosotros Somos Irvine

Excellence in Education SAFEST CITY 我们就是尔湾 LIVE, WORK, PLAY GREAT PARK No. 1 in Fiscal Strength

business

CITY OF IRVINE 1971

The City of Irvine is recognized as one of the most ethnically diverse and fully integrated cities in the country. With a population of more than 310,000 residents, the City has grown significantly since its incorporation in 1971. Many residents, businesses, and employees have selected Irvine to live and work because of its history of celebrating diversity, equity and inclusion. The City is committed to ensuring that every person living and working in our community is treated with fairness, and has access to equitable services and opportunities.

Our commitment is to promote diversity in the City of Irvine workforce by recruiting highly qualified candidates and fostering meaningful collaborative partnerships with City departments and the community. The City of Irvine is taking steps to ensure we embrace and celebrate diversity in all aspects of our community and foster a workplace environment that is inclusive of all cultures, backgrounds, races, and ethnicities.

OUR COMMITMENT

To provide exceptional municipal services that foster inclusiveness of all cultures, backgrounds, races and ethnicities.



ONE IRVINE



THE IMPORTANCE OF ORGANIZATIONAL CULTURE & FIT IN IRVINE

In Irvine, we have worked to develop a workplace culture built around the premise that people are the most important foundational element that will drive long-term success for our community. To further that objective, we have spent time identifying explicitly that we expect members of our team to embrace a team-oriented model, as defined through our **One Irvine** values framework.

We are One Irvine... through embrace of a TEAM-ORIENTED approach by living our values every day.

HUMILITY

Consistently put the needs of the team ahead of individual self-interest.

INNOVATION

Ensure process discipline, while also embracing a continuous improvement philosophy.

EMPATHY

Include everyone by respecting, listening, helping, and appreciating others.

PASSION

Show initiative and courage while staying enthusiastic about our people and work.

INTEGRITY

Communicate candidly, work hard, and hold ourselves accountable for our role in the delivery of results.





APPLY HERE

Deadline to apply is **January 27, 2023**.

FOR QUESTIONS AND INQUIRIES, CONTACT:

Lauren Hirano

Human Resources

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Telephone: (949) 724-7219

Email: recruit@cityofirvine.org

An Equal Opportunity/ADA Employer