

# City of Santa Monica

## City Architect



**World Class Destination, Vibrant Beach Town, Big City Opportunities**





# The City of Santa Monica is actively seeking candidates for **City Architect**

## **The Public Works Department**

The mission of the Public Works Department is to protect and enrich the quality of life in the City through the sustainable maintenance, management, and enhancement of resources and public infrastructure. Public Works oversees the largest number of staff and operational functions of the City, and actively strives to preserve and provide both essential services to the community and complete important enhancement projects identified in the capital improvement program. The ten divisions that comprise the Public Works Department are: Administration, Airport, Architecture Services, Civil Engineering, Facilities Maintenance, Office of Sustainability and the Environment, Public Landscape, Resource Recovery and Recycling, Street and Fleet Services, and Water Resources.

All staff working under Public Works are responsible for the stewardship of natural resources, public funds and service delivery to grow a more sustainable Santa Monica community.

## **The Position**

Home to sweeping views of the Santa Monica Beach and Santa Monica Mountains and to the iconic Third Street Promenade and Pier, Santa Monica continues to set the pace in Southern California for world class design, urban place-making, pedestrian-scale walkability, alternative transportation goals and industry-leading green buildings that promote the wellbeing of those who live, work and play in the City.

The City Architect leads the Architecture Services Division which is responsible for the planning, design, construction, and management of the capital improvement program for new public buildings, including: libraries, fire stations, community/recreation centers, civic structures, cultural facilities and parking structures, as well as parks and tenant improvements for city facilities to meet the needs of city staff. The City Architect's division has a staff of 18 employees, an operating budget of \$2.8 million, and manages an average of 70 projects at one time. The division is responsible for selecting exemplary design consultants to create an aesthetic, livable built environment appropriate for the context. Sustainability is at the forefront of all project management, and is the catalyst for public sector leadership for building practices complementing the City's broad strategic goals. The City Architect reports to the Director of Public Works, is a key collaborator who works

with the City Manager, City Department Directors and Division Managers to plan and identify project goals, parameters and budgets. The position presents to the City Council, Planning Commission, Landmarks Commission, Architectural Review Board, Neighborhood Associations and other community stakeholders for project buy-in; and will ensure City projects meet all applicable local, state and federal building codes.

## **Current key projects include:**

- **City Yards Modernization Project**  
(\$114 M – initial phase)
- **City Services Building**  
(\$82.5 M – pursuing Living Building Challenge Certification)
- **Fire Station No. 1** (\$42 M)
- **Airport Park Expansion Project** (\$39 M)

## **The Candidate**

The ideal candidate is an innovative leader with superb interpersonal skills and judgement with demonstrated understanding of architectural practice, design, and the public process. The candidate should have a commitment to sustainable building practices and be driven by good design. The candidate will be a working manager with the proven ability to systemically organize the work, build strong teams and manage staff. Competitive candidates will possess experience with various procurement methodologies and be strong organizational development leaders with experience creating strong work processes and systems that enhance efficiencies and drive results. The successful candidate will be a self-starter and motivator who will thoughtfully manage the growth, expansion and modification of public buildings and park spaces, and will support and guide busy staff to deliver city projects on time and within budget. The City Architect will provide leadership, effectively communicate to all stakeholders, collaborate with department partners and manage community expectations.

The City invites individuals to apply who have a passion for the challenges of public sector architecture and project delivery to achieve the highest caliber results. The successful candidate will possess outstanding leadership, project planning,

management, delegation, oversight, communication and coaching skills. The ability to communicate effectively and respectfully to various stakeholders and represent the City at public meetings is essential.

## Qualifications

Graduation from an accredited college or university with a Bachelor's degree in Architecture or a closely related field (e.g. Landscape Architecture). Five years of recent, paid and progressively responsible professional work experience as an Architect managing large scale projects. Two years of recent, paid work experience in municipal related architectural design and project management is desirable. At least three years of the required work experience must have included supervisory and management responsibilities. Possession of a valid class C driver license. Current Registration as a Professional Architect in the State of California. Possession of LEED Professional Accreditation, or other green building rating system, is desirable.

## Application & Selection Process

The City Architect recruitment is being conducted by The Hawkins Company (search consultants). They will review all written materials submitted, and will screen and evaluate candidates. Only the most highly qualified candidates will be invited to participate in an on-site interview. Interested and qualified individuals are invited to submit a resume and cover letter with current salary information electronically to [smcity.cityarchitect@thehawkinscompany.com](mailto:smcity.cityarchitect@thehawkinscompany.com). Resumes received by December 1, 2017 will receive first consideration. The position is open until filled.

The Hawkins Company  
8939 S. Sepulveda Blvd., #110-216  
Los Angeles, CA 90045  
[www.thehawkinscompany.com](http://www.thehawkinscompany.com)

Confidential inquiries are encouraged and should be directed to Ms. Brett Byers at 323-403-8279, [brett@thehawkinscompany.com](mailto:brett@thehawkinscompany.com) or Ms. Yonnine Hawkins at 323-252-1655. [yonnine@thehawkinscompany.com](mailto:yonnine@thehawkinscompany.com).





## About the City

Within just 8.3 square miles bordered by the Pacific Ocean and the west side of Los Angeles, Santa Monica is home to 90,000 residents who enjoy beautiful neighborhoods, a world renowned beach, fabulous restaurants, a thriving art community, vibrant shopping districts, excellent schools, award winning community facilities and parks, and plenty of sunshine.

Santa Monica's approximately 16,000 businesses include everything from high profile entertainment companies and world class retail to small entrepreneurial start-ups. Santa Monica has earned the moniker "Silicon Beach" with Yahoo!, Hulu and Activision as a few of the high-tech companies that make Santa Monica their home.

The Santa Monica community is known for its high level of engagement in civic affairs. Community priorities emphasize active and healthy lifestyles, culture, sustainability, social services, youth services and balanced land use. The City recently received a Bloomberg Philanthropies Mayor's Challenge prize to help fund The Wellbeing Project to address wellbeing across all segments of the community through a combination of measurement and action. In short, Santa Monica is a vibrant beach town with the resources of a big city.

## Fast Facts

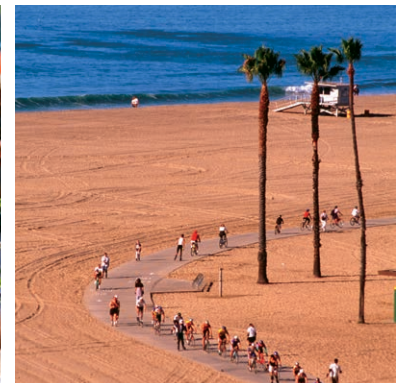
*Santa Monica residents enjoy annual average temperature of 61.7°, smog free weather and miles of excellent beach, surf and deep sea fishing.*



## Compensation and Benefits

The annual salary range for this position \$151,608 - \$187,164. Santa Monica offers a competitive benefits package, which includes:

- **CalPERS Retirement:** Classic CalPERS members: 2% @ 55, member contribution of 7%. Effective January 1, 2013, the Public Employees' Pension Reform Act (PEPRA) will apply to new members of CalPERS: 2% at age 62, member contribution of 6.25%.
- **City Paid Health Insurance:** Effective January 2017, the City pays 93.5% of the medical insurance premium for employees and eligible dependents with the employee contributing 6.5%. The City pays 100% of dental and vision premiums and the Employee Assistance Program for employee and eligible dependents.
- **Retiree Medical Trust:** The City contributes into a retiree medical trust (\$156.78 per month as of January 2017) for reimbursement of eligible retiree healthcare premiums.
- **Vacation:** Minimum of 12 days per year; maximum of 21 days per year. Vacation leave cash out available.
- **Management Leave:** 7 days per year; option to cash out one day.
- **Sick Leave:** 12 days per year; sick leave buyout program may be used to cash out leave at the end of each fiscal year.
- **Holidays:** 12 days per year including two floating holidays; one cashable floating holiday becomes available at the beginning of each fiscal year and one non-cashable floating holiday becomes available January 1st.
- **9/80 Work Schedule:** Every other Friday off.
- **Supplemental Retirement Plans:** 457 and 401(a) deferred compensation plans available; no City contribution. The 401(a) plan is funded through a mandatory employee contribution of 3.8% of salary per month.
- **Term Life Insurance:** Twice annual base salary rounded to the nearest \$1,000, up to a maximum benefit of \$500,000 and LTD.



## Employment Opportunities

Visit us on the web at  
[www.smgov.net/hr](http://www.smgov.net/hr)  
Or call 310-458-8246

City of Santa Monica  
Human Resources  
1685 Main Street  
Santa Monica, CA 90401  
An Equal Opportunity Employer