



*The City of Colton  
invites your interest for the position of Development Services Director*

### *The City*

Incorporated in 1887, the City of Colton is an "American Classic" with a proud history. Covering an area of approximately 18 square miles with a current population of over 52,000, Colton is located in the East San Bernardino Valley, in the middle of the Inland Empire, one of the fastest growing regions in the United States. Colton is a thriving and well-balanced community offering affordable housing, many family support programs, recreation and parks, health services, a quality education system and public safety programs.

Colton operates as a general law city, governed by a mayor elected at large and six Council Members elected by districts. The operating budget for fiscal year 2009/10 is over \$145 million, including the General Fund, capital projects, enterprise funds, and redevelopment agency. There are approximately 360 full and part-time staff. Services include: public safety (fire, police and emergency medical services); planning and inspection services; development services; a full range of human services (recreation for all ages, library services, child care, youth and family support programs); public works/utilities (electrical, water, sewer); economic development and redevelopment programs; and administrative services providing support for all departments.

### *The Ideal Candidate*

Colton's Development Services Director must be a self starting, results oriented individual, eager to assume the complex responsibilities of the position. The City seeks a good communicator and team builder, with strong interpersonal skills, who possesses knowledge in the areas of planning, building, business licenses, and redevelopment.

### *Education/Experience*

A minimum of seven years of directly related planning, community development or redevelopment experience. In addition, the candidate must possess a bachelor's degree in Planning, Public Administration, or a related field.

### *Knowledge*

- Principles and practices of urban planning and technical building inspection services.
- Principles and practices of redevelopment and enterprise zone administration.
- Principles and practices concerning Redevelopment programs.
- Principles and practices concerning Community Development Grant programs.
- Research methods and sources of information related to economic, redevelopment, urban growth and development.
- Uniform Building Code and other codes enforced by the department.
- Principles and practices of program development and administration.
- Principles and practices of redevelopment finance.
- Principles and practices of budget administration.
- Methods and techniques of supervision, training and motivation.
- Applicable Federal, State, and local laws, codes and regulations with special emphasis on the California Community Redevelopment Act.
- Thorough knowledge of zoning laws and comprehensive plans including their formation, process of adoption, and enforcement.



## *Compensation & Benefits*

The compensation for the Development Services Director is up to \$158,208 per year depending on qualifications.

Standard benefits include:

- Retirement - CalPERS 2.7% at 55; City pays 4% of 8% employee cost
- Cafeteria Plan - Generous allowance to purchase medical, dental, vision or supplemental insurance
- Life Insurance - City paid coverage of \$100,000
- Holidays - 12 per year
- Administrative Leave - 80 hours/fiscal year
- Sick Leave - 96 hours/fiscal year
- Vacation - 80 hours/fiscal year
- Additional benefits such as short & long term disability, deferred compensation, and tuition reimbursement are provided.

## *Application Process*

Qualified candidates are invited to apply for this outstanding career opportunity. To be considered for the position, please submit a cover letter with a City application and resume detailing your related background, education and experience with salary history and three references to:

**Human Resources Department  
552 N. La Cadena Dr  
Colton, CA 92324  
(909) 370-5062**

The position is open until filled. Interviews will be held when a sufficient number of qualified applications have been received. The most qualified candidates will be invited to participate in the interview process.

The Immigration Reform and Control Act of 1986 requires that all new employees verify identity and entitlement to work in the United States by providing required documentation.

THE PROVISIONS OF THIS ANNOUNCEMENT DO NOT  
CONSTITUTE A CONTRACT, EXPRESSED OR IMPLIED, AND ANY PROVISION CONTAINED IN THIS  
BULLETIN MAY BE MODIFIED OR REVOKED WITHOUT NOTICE.

AA/EOE – The City of Colton encourages the application of bilingual persons, women, minorities and persons with disabilities. We will attempt to reasonably accommodate applicants with disabilities upon request.