



Executive Director Growth Management



Nestled in north-central Florida, Ocala, Florida is the county seat of Marion County. Ocala is adjacent to its namesake Ocala

National Forest which is the southernmost forest in the continental United States and is the largest sand pine forest in the world.

Ocala is known as “horse country,” and countless outdoor recreational activities available in its boundaries, including pristine streams, rolling hills and clean air. Ocala is one of only five cities (four in the US and one in France) permitted under

Chamber of Commerce guidelines to use the title, "Horse Capital of the World", based on annual revenue produced by the horse industry. 44,000 jobs are sustained by breeding, training, and related support of the equine industry, which generates over \$2.2 billion in annual revenue.

Ocala is home to the World Equestrian Center, the largest equestrian complex in the United States.

www.worldequestriancenter.com



Greater Ocala is the fifth fastest-growing city in the nation according to U.S. News and World Report and is expected to increase by 10% in the next three years.

Ocala has so much to offer residents and visitors alike, including outdoor recreation, gorgeous scenery, sports events, and plenty of other entertainment.

Notable attractions include the Ocala National Forest, Silver Springs State Park, Rainbow Springs State Park, and the College of Central Florida.

For additional information, visit:

www.ocalamarioin.com

www.visitflorida.com

www.ocala.com



VISION STATEMENT

To make Ocala a great place to live, play and prosper.

MISSION STATEMENT

The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

THE GOVERNMENT

The City of Ocala operates under a council-manager form of government, governed by a five-member Council, and elected non-voting Mayor, all of which are elected on a nonpartisan basis. The City Manager is appointed by the City Council to manage all day-to-day operations of the City, with the exception of the Police Department. The Mayor has charge and control of the Police Department. Currently, the City has approximately 1,100 full-time employees providing outstanding customer service to its community and residents.

For additional information: www.Ocalafl.org

THE EXECUTIVE DIRECTOR OF GROWTH MANAGEMENT

The Growth Management Department commitment is to guide growth and change for the City of Ocala while maintaining quality of life for its residents. The Executive Director is a visionary, forward and strategic thinker who easily sees the big picture and long-term vision for the City.

The Executive Director is a highly responsible, professional, technical and leadership position charged with the complete responsibility for the overall operation of the Growth Management Department with an annual budget of \$3,000,000. The ideal candidate is a "Servant Leader" and Customer Service Team builder who will exercise a value system based on transparency and integrity that creates a high level of trust and confidence.

The department includes the Planning, Building, Transit, and Code Enforcement Divisions. All divisions support the permit center while providing quality short- and long-term planning and excellent customer care in meeting the needs of the Building community. This position also oversees the administration of the City's Code as it pertains to building, zoning, plumbing, mechanical, electric, gas, housing and alcoholic beverage permits. The Executive Director will oversee the daily operations of the Growth Management Department, which includes transit, and supervision of the Planning Director and Development Director.

The Executive Director of Growth Management directly supervises five (5) individuals who supervise a total of forty-five (45) employees. The Executive Director of Growth Management reports to the Assistant City Manager.



THE IDEAL CANDIDATE

The Executive Director of Growth Management is a “Servant Leader,” by action and example who seeks to promote true collaboration to bring people together to foster a coordinated team to reach mutually developed goals and objectives and hold staff accountable for results. He/She will inspire staff to be professional, progressive, and an effective communicator.

DUTIES AND RESPONSIBILITIES

- Ensures citizens needs are met through efficient service request and permit intake, scheduling, and public information processes.
- Plans, evaluates, and directs departmental goals, objectives, operations, programs, policies, and procedures.
- Requires abstract thinking to continually provide the department with an innovative and productive workplace.
- Responsible for the department’s budgetary compliance.
- Directs and supervises all aspects of comprehensive, current, and historical preservation planning for the City.
- Develops and presents recommendations for the growth strategies to the City Manager and City Council as needed to further the goals, objectives and policies of the City’s planning programs, including the Comprehensive Plan.
- Meets with architects, attorneys, engineers, developers, etc. to discuss and solve problems relating to development.
- Supervises and evaluates departmental staff.

KNOWLEDGE, SKILLS, AND ABILITIES

- Commitment to excellence.
- Knowledge of principles, practices, and techniques of urban planning.
- Ability to communicate effectively, both orally and in writing.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Thorough knowledge of comprehensive land use planning, building and development regulations.
- Ability to analyze and understand common scientific and technical journals, financial reports, and legal documents.
- Ability to respond to complex or difficult inquiries or complaints from customers, regulatory agencies, or members of the business community.
- Ability to effectively communicate and interact with other employees.
- Ability to establish and maintain effective working relationships with residents, co-workers, and elected and appointed officials.
- Ability to maintain a flexible work schedule.



EDUCATION AND EXPERIENCE

- Graduate degree in urban planning, geography, or public administration, plus
 - Nine to Ten (9-10) years of related experience and/or training.
- Seven years (7) related management experience or equivalent combination of education and experience.

REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS

- Must possess and maintain valid Florida operator's driver's license.
 - American Institute of Certified Planners (AICP).
 - Geographic Information System (GIS) preferred.

COMPENSATION AND BENEFITS

The starting salary is expected to be approximately \$125,000 - \$140,000 annually, depending on the experience and qualifications of the selected individual.

In addition, the City provides an excellent and generous benefit package to the successful candidate, including:

- Medical and Life Insurance.
- Dental and vision plans.
 - 401a contribution
- Generous Leave package.
- Car and cell phone provided.

HOW TO APPLY

For additional information on this outstanding opportunity, visit:

www.MercerGroupIncFlorida.com/executive-recruiting

Send cover letter and comprehensive resume, including salary history to: DHHiggin@att.net

The position will remain open until filled and the process will move forward immediately upon receipt of an adequate pool of well-qualified applicants. Resumes are subject to the provisions of Florida Public Records Statutes



The City of Ocala, Florida, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.