

Compensation

This compensation package currently includes:

Benefits: The City provides competitive insurance plans for employees including paid HMO Health, Dental and Vision coverage for the employee and all qualified dependents. The City also offers a \$50,000 paid life insurance policy for the employee and longevity incentive opportunities. Also available at the employee's expense include: voluntary life, accident, critical illness, cancer and short-term disability insurance, in addition to a flexible spending account.

Retirement: San Bernardino County Employees' Retirement Association (reciprocal with CalPERS)—The City currently offers a formula of 2% @ 55 with prior qualifying public service or effective January 1, 2013 a formula of 2.5% @ 67 for new participants.

- Holidays: 96 hours of holiday leave/year
- Vacation: 80 hours/year
- Administrative Leave: 40 hours/year
- Sick: 88 hours/year
- Personal Day: 24 hours/year
- Optional 9/80 Work Schedule

Please submit your completed and signed City application and comprehensive resume to:

City of Big Bear Lake, Attn: HR
39707 Big Bear Blvd. / P.O. Box 10000
Big Bear Lake, CA 92315
(909) 866-5832

EMAIL: bblhr@citybigbearlake.com

City application can be found on the City's website at www.citybigbearlake.com. Incomplete applications will not be processed.



The Selection Process

Following administrative review of applications, those candidates whose qualifications best match the City's needs will be invited to participate in the selection process, which may include a review of prior work products, written examinations, and a panel interview appraisal. Candidates must pass each phase of the selection process in order to be eligible to continue to the next phase. The position will be filled by selection of a qualified candidate.

All job offers are contingent upon applicant passing a background investigation including a criminal history investigation through the California Department of Justice, background verifications and a job-related pre-employment physical examination. Employment is contingent upon verification of the eligibility to work in the United States. Immigration law provides that all persons hired after 11/06/1986 are required to present original documents within 3 business days of hiring which show satisfactory proof of identity and US employment eligibility. To comply with applicable laws ensuring equal opportunities to qualified individuals with a disability, the City will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The individual with the disability should specify what accommodation he or she needs to perform the job. The City will then conduct an investigation to identify the barriers that make it difficult for the applicant or employee.

Applicants are encouraged to visit the City's website at www.citybigbearlake.com for additional relevant information about City employment and this organization. For further information or questions please contact Rebecca Cannon at 909-866-5832.

CITY OF BIG BEAR LAKE



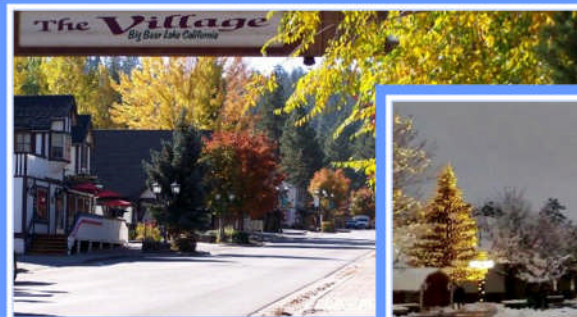
Invites Applications For A PRINCIPAL PLANNER

Open until filled

(First application review date will be 3/31/2022)

Annual Salary \$93,746 —\$113,942

Based on Qualifications



**EXCELLENT CAREER OPPORTUNITY IN A BEAUTIFUL MOUNTAIN RESORT
ENVIRONMENT SURROUNDING A MAGNIFICENT ALPINE LAKE**

The Position

This position will be responsible for the management of major current and advance planning projects, with an emphasis on highly challenging tasks and proposals. Responsibilities include but are not limited to: complex/controversial development proposals, General Plan and Housing Element implementation, ordinance amendments to align with legislative changes, CEQA environmental reviews, community facilitation, contract negotiations, presentations at decision-maker and community meetings, special projects, budget preparation, providing overall technical, analytical, and administrative departmental assistance. A Principal Planner also performs other related and peripheral duties as required or necessary for the Community Development Department's continued success serving the community.

CITY MISSION STATEMENT

TO SUSTAIN A HIGH QUALITY OF LIFE FOR OUR COMMUNITY MEMBERS, WHILE PROMOTING A VIBRANT LOCAL ECONOMY THAT WELCOMES RESPECTFUL VISITORS, IN ORDER TO FOSTER A KIND AND CARING COMMUNITY OF PEOPLE WHO VALUE AND ENJOY OUR BEAUTIFUL NATURAL ENVIRONMENT.



Education & Experience

A Bachelor's Degree in Urban Planning or a closely related field from an accredited college/university is required. A Master's degree is preferred. At least five years of professional level planning experience in the public sector is required. Project management and supervisory experience is preferred.

This position requires current knowledge and practice utilizing urban planning principles, applicable state and federal environmental and planning laws, municipal policies, regulations, and codes relating to planning, zoning, and land divisions. The position requires an excellent approach to customer service, written and oral communication and presentation skills.

Ideal Candidate

The ideal candidate must enjoy working in a fast-paced environment addressing the various needs of different community members. This person must have a high comfort level balancing regulatory requirements with the need to support community interests. The ideal candidate must have a proven track record for completing assigned tasks in an effective and timely manner. Experience processing current and advance planning projects should be recent and diverse. Ideal candidates have also conducted contract reviews, evaluated and implemented improvements to existing programs, and successfully navigated controversial projects. A proven ability to establish positive working relationships with various community stakeholders, state/local agencies, co-workers, consultants, and the general public are required. The ideal candidate must also have a history of consistently exercising sound judgement and problem resolution skills.



The Community

The City of Big Bear Lake is located in Southern California and is a popular tourist destination that is known for its natural beauty and crisp, clean, alpine air. The City is nestled in the heart of the San Bernardino National Forest at an elevation of 6,752'. Residents and visitors enjoy the beautiful alpine lake, mountain ski resorts and four seasons of outdoor recreational opportunities. Big Bear Lake is located approximately two hours from major metropolitan cities, such as Los Angeles, Palm Springs and San Diego. The City's year-round population is approximately 5,500 residents, but the community welcomes between 20,000 to 100,000 weekend and holiday visitors depending upon the season and special events schedule.

SUMMARY OF THE CITY'S CORE VALUES

THE CITY RECOGNIZES THAT, ULTIMATELY, WE ALL SEEK A SENSE OF BELONGING, AND STRIVES TO ACHIEVE A STRONG SENSE OF COMMUNITY IN BIG BEAR LAKE WHERE OUR RESIDENTS AND VISITORS CAN LIVE AN ENJOYABLE LIFE, DEVELOP MEANINGFUL RELATIONSHIPS, BUILD LASTING MEMORIES, AND REACH PERSONAL FULFILLMENT. THE CITY VALUES THE UNIQUE CONTRIBUTIONS OF ALL WHO HAVE CHOSEN BIG BEAR LAKE, INCLUDING OUR RESIDENTS, SECOND HOMEOWNERS, BUSINESSES, AND VISITORS, AND RECOGNIZES THAT ALL GROUPS ARE ESSENTIAL TO OUR COLLECTIVE SUCCESS AS A COMMUNITY. THE RESIDENTS OF OUR COMMUNITY ARE FORTUNATE TO ENJOY THIS SPECIAL PLACE YEAR-ROUND, AND ARE ENTITLED TO A PEACEFUL AND ENJOYABLE EXISTENCE. AS SUCH, THE CITY PRIORITIZES THE NEED TO MANAGE AND BALANCE THE IMPACTS OF VISITORS ON OUR COMMUNITY TO ENSURE A HIGH RESIDENTIAL QUALITY OF LIFE. THE CITY RECOGNIZES THAT OUR UNIQUE AND BEAUTIFUL NATURAL ENVIRONMENT IS THE REASON OUR RESIDENTS AND VISITORS HAVE CHOSEN BIG BEAR LAKE, AND THE CITY IS COMMITTED TO PRESERVING OUR ENVIRONMENTAL QUALITY, SUSTAINING OUR ENVIRONMENT OVER THE LONG-TERM, AND PROTECTING OUR COMMUNITY FROM WILDFIRE AND OTHER THREATS. THE CITY WILL OPERATE IN A RESPONSIVE, TRANSPARENT, AND CARING MANNER, CLEARLY FOCUSED ON THE NEEDS AND SUCCESS OF ALL COMMUNITY STAKEHOLDER GROUPS.

The Organization

The City of Big Bear Lake was incorporated as a Charter City in 1980 and operates under the Council-Manager form of government. All five Councilmembers are elected by-district for four-year overlapping terms. The Mayor is chosen on an annual basis amongst the five Councilmembers.

The City has a staff of approximately 65 employees. The Civic Center and a 398-seat state-of-the-art Performing Arts Center devote 20,310 square feet to government offices and 1,344 square feet to a community meeting area. The 13,656 sq. ft. Performing Arts Center is dedicated to multi-purpose functions, featuring community theater presentations and live entertainment performances.

THE VISION FOR OUR CITY

TO BECOME A WORLD-CLASS MOUNTAIN RESORT COMMUNITY, WHILE PRESERVING OUR SMALL-TOWN ATMOSPHERE AND CHARM, WHERE THE APPEARANCE AND QUALITY OF THE BUILT ENVIRONMENT MATCHES THE EXCEPTIONAL APPEARANCE AND QUALITY OF OUR NATURAL ENVIRONMENT



The City of Big Bear Lake is an equal opportunity and ADA employer. Women, minorities and persons with disabilities are encouraged to apply. The work environment is drug, alcohol and smoke free.