



Parks, Recreation and Marine Department Safety Officer Management Opportunity

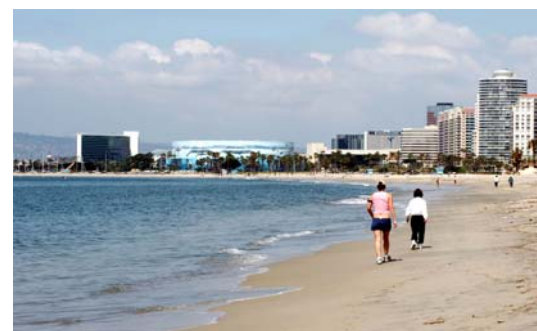
Apply by:
August 26, 2011

The Department of Parks, Recreation and Marine is a nationally recognized and award-winning organization with 1,300 full-time/part-time staff and a budget of \$51 million. The Department oversees facilities and programs that reflect the needs and interests of a culturally diverse community, including: 159 parks with 3,200 acres devoted to open space and recreation, 26 community centers, 3 public pools, 6 miles of beaches, and 3 marinas.

The Department provides free and fee-based recreational programs and leisure opportunities, both self-directed and organized, for people of all ages and cultures. Youth programs include free youth sports for ages 5 to 14 serving nearly 10,000 participants annually, summer and vacation day camps, 2,100 recreational and educational classes, sailing and aquatics instruction, teen center activities, skateboarding opportunities, and supervised afterschool and weekend activities at parks, schools, and mobile recreation sites. In addition, approximately 12,000 youth participate in non-Department sports leagues that utilize park facilities.

The Department of Parks, Recreation and Marine is seeking a highly motivated safety professional who will be responsible for developing and implementing a comprehensive department safety program. This program will assist staff in providing a safe and healthful workplace, reduce work-related accidents, provide safe facilities for public use, and ensure compliance with all City and legal safety requirements. The position works closely with the City Safety Officer to ensure the Department's safety program is consistent with citywide safety programs and policies. The duties and responsibilities for this position include:

- Develop and implement department-specific written safety programs and procedures in line with the city's injury and illness prevention program and safety inspection program;
- Perform hazard assessments to properly identify and evaluate job hazards;
- Represent the Department in citywide safety committee meetings and functions;
- Respond to serious employee accidents and be on-call for other safety related emergencies;
- Communicate orally and in writing with staff on key areas concerning safety, including federal and state legislation;
- Work with the City Safety Office and act as the Department's liaison with Cal/OSHA and other regulatory agencies and prepare staff in dealing with these agencies;
- Promote safety among management staff and employees through various means, including coordination of safety meetings, training updates, safety tips, and site visits;
- Recommend measures for corrective action and program improvement;
- Perform other related duties as required.



Qualifications This position requires the following minimum qualifications:

- Graduation from an accredited college or university with a Bachelor's Degree in Industrial Safety, Occupational or Environmental Health, Business Administration, Public Administration, or a related field (a Master's Degree is desirable, though not required). Relevant experience may be substituted for education on a year-for-year basis;
- Three years of progressively responsible experience in developing or administering a safety program;
- Knowledge of the laws and regulations concerning occupational safety and OSHA;
- A working knowledge of the principles and methods of safety, training, and the prevention of employee injury/illness;
- Strong oral and written communication skills;
- Ability to deal effectively with employees at all levels of the organization.

Salary The salary range for this position is \$64,480 to \$98,720 annually. Initial salary placement is dependent upon qualifications and is normally below the midpoint (\$80,600). Salary is supplemented by a competitive benefits package.

How to Apply Candidates should submit a letter of interest, resume, salary history, and three work-related references, **no later than 4:30 p.m., Friday, August 26, 2011**, to:

Kenneth M. Campbell
Personnel Officer
Dept. of Parks, Recreation and Marine
2760 Studebaker Road
Long Beach, CA 90815

EQUAL OPPORTUNITY EMPLOYER

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired or if you would like to request this information in an alternative format, please call (562) 570-3187.

"We create community and enhance the quality of life through people, places, programs and partnerships"

MANAGEMENT BENEFITS SUMMARY

Vacation	<ul style="list-style-type: none">• 12 days 1 year through 4 years of service• 15 days after 4 years 6 months• 20 days after 19 years, 6 months of service
Holidays	<ul style="list-style-type: none">• 9 designated holidays plus 4 floating personal holidays per year
Sick Leave	<ul style="list-style-type: none">• 1 day earned per month with unlimited accumulation• Conversion upon retirement to cash credit toward health and/or dental insurance premiums or retirement service credits
Executive Leave	<ul style="list-style-type: none">• 5 days per year
Bereavement Leave	<ul style="list-style-type: none">• 3 days for death or critical illness of family member or domestic partner plus 3 days of accrued sick leave if needed
Health Insurance	<ul style="list-style-type: none">• Several plans are available: One HMO, two indemnity plan options and two Open Access (point-of-service) plans• The City pays a major portion of the premium for employee and dependents.
Dental Insurance	<ul style="list-style-type: none">• Two dental plans are available for employees and dependents
In-Hospital Indemnity	<ul style="list-style-type: none">• City-paid in-hospital indemnity plan for in-patient hospital stay
Short-term/Long-term Disability Insurance	<ul style="list-style-type: none">• City-paid short-term and long-term disability insurance benefits
Life Insurance	<ul style="list-style-type: none">• City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000 in addition to \$20,000 term life
Disability	<ul style="list-style-type: none">• City-paid short-term and long-term disability insurance
Management Physical	<ul style="list-style-type: none">• Annual City-paid physical examination
Retirement	<ul style="list-style-type: none">• California Public Employee's Retirement System (CalPERS) 2.5% @ 55 plan for new employees• Coordinated with Social Security

THE CITY

Long Beach is a full service City with a population of 462,000. The City employs approximately 5,400 full and part-time personnel. The City operates its municipally owned airport, harbor, marinas, oil, gas and water departments, as well as its own public safety, cultural, health, recreation and entertainment agencies. It has some of the best shoreline, marinas, and beaches in Southern California, enjoying 352 clear days per year, an average temperature of 63 degrees, and pleasant offshore breezes. The City also has good public schools and is the location of the largest California community college and State University that provide numerous undergraduate and post-graduate programs.

CITY VALUES STATEMENT

The City's business is service. We are committed to providing quality service to our diverse community in ways that are helpful, caring, and responsive. We believe that the success of our organization depends on teamwork, mutual trust, and honesty achieved through commitment to the following values:

- ◆ Participation by citizens and City team members in setting and attaining the City's goals
- ◆ Communication with one another and with citizens
- ◆ Courtesy in all personal relations
- ◆ Integrity in everything we do
- ◆ Loyalty to our community, to this organization and to each team member
- ◆ Innovation in meeting the present and future needs of the City
- ◆ Responsibility as a team for the efficient and effective delivery of services
- ◆ Pride in our work, in our dedication to public service and in being the best we can be