City of Los Angeles

invites your interest in the position of

Director, Operations Innovation Team

The Position

The Director of the Mayor's Operations Innovation Team (OIT) reports directly to the Deputy Mayor for Budget and Innovation and will be responsible for the day-to-day management of the OIT. The Operations Innovation Team will provide the bandwidth and change management expertise to drive change initiatives across City departments. The initial efforts will focus on the Procurement and Real Estate functions. The OIT is based on similar approaches that have been successful in other major cities. As the internal consultant to leading meaningful organizational change across a large and complex organization, the Director will also oversee and influence the creation of work plans, developing working relationships and collaborating with agency heads and other stakeholders in order to deliver and implement the established delivery targets.

Responsibilities of the Director, Operations Innovation Team include:

- Overseeing a talented staff of 6-8 staff;
- Leading the interagency process for idea generation, developing implementation plans, and managing progress towards defined targets for each team objective;
- Managing and maintaining strong relationships with a broad set of stakeholders, including government officials as well as private and nonprofit sector leaders;
- Consulting with internal and external experts and consultants to generate innovative solutions and assess their feasibility;
- Developing detailed charters and implementation plans for delivery on all major initiatives in the identified priority areas;
- Ensuring that effective performance measuring vehicles are in place and regularly monitor progress of initiatives; make recommendations for correction where appropriate; and
- Communicating the Team's progress to all relevant stakeholders, including the Mayor, Initiative Sponsors, Initiative Lead, and the Innovation Delivery Team.

The Ideal Candidate

The ideal candidate will possess a passion for making meaningful, sustainable change in the City of Los Angeles and is ready to work in a high-energy, openly collaborative work environment. As the leader of the Operations Innovation Team, the Director will help guide the City through a successful process of generating ideas, developing detailed implementation plans, and delivering solutions to meet specific targets while setting an environment for change and open collaboration. The Director will need to simultaneously balance dogged adherence to an innovation process and protocol that is critical to delivery and also think creatively and asymmetrically to bring abstract concepts to practical implementation in a time constrained environment. The Director will be a strong collaborator and facilitator with the ability to drive organizational change and innovation across the spectrum of the organization.

The ideal candidate will have:

- The ability to lead transformations that involve multiple stakeholders, constituencies, and/or agencies;
- Experience leading the development and management of a high-performing team;
- A track record of establishing targets and delivering measurable results on time and within budget;
- Direct experience working with government or private sector leaders; and
- The ability to thoughtfully communicate with and respectfully engage diverse stakeholders around a shared vision for achieving results.
Desired Characteristics

The Director, Operations Innovation Team will be seen as a leader, an excellent manager, and an organizational mentor; one who is quickly able to identify, recognize, and seize opportunities and uncommon strategies that represent bold, innovative moves that quickly support improved operations in a variety of City-wide departments.

Top candidates for consideration will be:

- An entrepreneurial leader as well as an effective manager;
- An energetic self-starter who inspires others to do their best work;
- A problem-solver and change agent; able to work flawlessly in a large, complex organization;
- Highly ethical, likable, and trustworthy;
- Articulate and an excellent communicator;
- Innovative and flexible;
- Committed to the mission of making Los Angeles the best run city in America and more business friendly;
- Politically savvy with relevant constituencies;
- Experienced in dealing with senior government officials and business people;
- Able to bring together public, private, and nonprofit organizations; and
- A master at keeping multiple projects moving forward with a disciplined, strategic focus on outcomes.

Experience and Education

**Experience:** This position requires significant management-level experience in one of the following types of organizations or a career combination of (a) a private sector firm with a culture committed to performance improvement measures and best practices; (b) a management consulting firm dealing with organizational efficiencies, cost-saving analysis, and performance enhancements; or (c) a forward-thinking government entity that has embraced change management and innovative techniques. Career accomplishments should include:

- Experience building *innovation capacities* – evaluating and accessing the organization’s innovation capabilities; working through the culture, climate, and environment that is needed; and removing barriers; and
- A track record of *creating breakthrough strategies* – finding opportunities for innovation and accelerating and bringing change to an organization.

**Education:** Possession of an undergraduate degree is required; an advanced degree is preferred, ideally in business or public administration, economics, or law. A Master’s degree in organizational management or a closely related field would be a plus.

Compensation

The Mayor’s Office for the City of Los Angeles offers an excellent compensation and benefit program. The salary for this at-will position is open and dependent upon qualifications of the selected candidate. All interested and qualified candidates are strongly encouraged to submit for consideration due to this exceptional and unique opportunity.

To Be Considered

This is a *confidential process* and will be handled accordingly throughout all phases of the recruitment and selection process. **Apply immediately.** Evaluation of candidates is underway and selection may be made at any time. The recruitment is open until the position is filled. **An electronic version of all submittals is required.** Interested candidates should apply immediately by sending a comprehensive resume with a compelling cover letter of interest and accomplishments to apply@ralphandersen.com. References are *not required* at time of submittal and no contact will be made with references or current employer until mutual interest has been established in order to provide the utmost in confidentiality.

**All highly qualified candidates are encouraged to apply.** This is a national search effort and all highly qualified individuals are encouraged to submit qualifications for consideration. Candidates located in Southern California are strongly encouraged to submit qualifications for consideration. Those candidates with a keen understanding and demonstrated success in identifying and driving change through collaborative efforts in high performance organizations will be given priority consideration. Final selection of top tier candidates will be based on the combination of education and experience that best fits the City of Los Angeles’ needs.

Questions, nominations, and confidential inquiries regarding this position or the recruitment process should be addressed to: Ms. Heather Renschler at (916) 630-4900 or via email at heather@ralphandersen.com.

*The City of Los Angeles is an Equal Employment Opportunity Employer*