



Community Development Director



Recruitment Services Provided by
Ralph Andersen & Associates



An opportunity to help shape the future of one of Northern California's most iconic small-towns in a moment of exciting economic development and sustainable growth!

The Community

The City of Healdsburg is idyllically situated amongst three picturesque valleys in the heart of Sonoma County's wine country. Located 65 miles north of San Francisco, the City was incorporated in 1867 and seamlessly pairs a vibrant small-town atmosphere with access to the amenities and conveniences of a large metropolitan area. The City's 11,172 residents enjoy a lively and engaging downtown experience centered around the Spanish-style Healdsburg Plaza which is renowned for its shopping, dining, and art galleries. The City is rich with heritage and hosts a diverse array of community events throughout the year, cherishing its small-town character, architectural charm and history.

The City is seeking an exceptional leader to serve as its next Community Development Director.

Governing Structure and Overview

The City of Healdsburg operates under a Council-Manager form of government. The City Council is comprised of five members elected by the voters of Healdsburg to serve four-year terms. Each year, the Council elects one of its members to serve as Mayor for a one-year term. The Council appoints the positions of City Manager and City Attorney. The City will begin electing council members by district beginning with the 2026 election.

Healdsburg is a full-service city, providing electric, water, sewer, Police and Fire services to residents and businesses. The City is comprised of nine (9) departments including the City Manager's Office, Finance, Community Development, Housing, Community Services, Fire, Electric Utilities, Police, and Public Works. The City has 147 full-time employees and a fiscal year 2026-27 total operating budget of approximately \$124 million. The City also has an event center, golf course, and an airport managed by third party contractors in consultation with City staff.

Overview of Position

The Community Development Director plans, organizes, directs and reviews the activities of the Community Development Department including the administration and operation of planning, land use, development standards, building safety, and protection of the City's natural and cultural resources. Additionally, they coordinate assigned activities with other departments and outside agencies; and provide highly responsible and complex administrative support to the City Manager.

This position reports directly to the City Manager and exercises direct supervision over the Community Development Department which is comprised of 8 staff members including assigned management, supervisory, professional, technical and administrative support positions.

Ideal Candidate

The ideal candidate will be a dedicated and focused leader who can balance the City's rich history and culture with a forward-thinking commitment to ensure long-term success and stability.

The successful candidate will:

- Plan, direct and control the administration and operations of the Community Development Department, including planning and building activities.
- Oversee a high volume of complex development activity, including affordable housing, hotels, and mixed-use projects.
- Understand, interpret, explain and apply complex City, state and federal laws related to community development, and have a strong command of changing state regulations impacting housing development.
- Be a working a manager, capable of both supervising staff work and handling some projects directly.
- Have a customer-friendly approach to plan review and permitting, seeking solutions and efficiency while maintaining adherence to codes and regulations.
- Supervise, train and evaluate assigned personnel.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Establish and maintain effective working relationships.
- Work with various cultural and ethnic groups in a tactful and effective manner.
- Communicate clearly and concisely, both orally and in writing.

Qualifications for Consideration

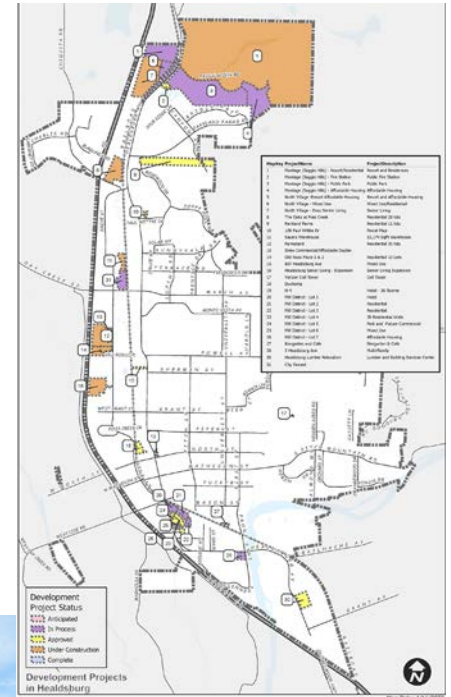
Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Education: Equivalent to a Bachelor's degree from an accredited college or university with major course work in regional planning, urban planning, environmental planning, public administration, business administration, or a related field. A Master's degree is preferred.

Experience: Seven years of increasingly responsible experience in professional urban or regional planning; including three years of administrative and management responsibility.

Knowledge of:

- Principles and practices of community development and building operations.
- Funding sources impacting program and service development.
- Social, political and environmental issues influencing program administration.
- Contract administration and purchasing principles and practices.
- Principles and practices of leadership, motivation, team building and conflict resolution.
- Pertinent local, state and federal laws, rules and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs.
- Principles and practices of organization, administration and personnel management.
- Principles and practices of budget preparation and administration.



Compensation and Benefits

The City offers a competitive salary with excellent benefits. The current annual salary range for the Community Development Director position is \$186,549.12 to \$226,755.36. Placement within this range is negotiable and dependent upon experience and qualifications. The City of Healdsburg also offers an attractive benefits package which includes the following:

Retirement: The City participates in the California Public Employees' Retirement Systems (CalPERS). The retirement formula will be based on appointment date and membership status with CalPERS, e.g. 2% @ 62 for New Members (average of three highest years) or 2.0% @ 60 for Classic Members (single highest year) with less than a six-month break in service from another CalPERS or CalPERS reciprocal agency. The City does not participate in Social Security.

Other Benefits include:

- Medical/Dental/Vision
- Vacation Accrual – negotiable depending on experience and years of service
- Executive Leave – 100 hours per year
- Sick Leave Accrual
- Holidays – 13 days per year
- Management Incentive Pay (\$350.00 per month)
- Deferred Compensation
- Life Insurance – \$100,000
- City Paid Long-Term Disability Insurance
- Flexible Spending and Dependent Care Reimbursement Accounts



Application and Selection Process

Interested candidates should apply by submitting a compelling cover letter and comprehensive resume via email to apply@ralphandersen.com no later than **Monday, November 2, 2026**. This is a confidential recruitment and will be handled accordingly throughout the various stages of the process. Confidential inquiries are welcomed and should be directed to Sabrina Landreth, Ralph Andersen & Associates, at sabrina@ralphandersen.com or (916) 630-4900.

The City of Healdsburg is an Equal Opportunity Employer.



www.healdsburg.gov