



# *The City of Long Beach*

*invites your interest  
for the position of*

## **Cyber Security Officer**



**Photos courtesy of Long Beach Convention & Visitors Bureau**

## The City of Long Beach Community

Ideally located on the Pacific Ocean south of Los Angeles, adjacent to Orange County, the City of Long Beach, California (population 470,000) is frequently described as a series of strong, diverse interwoven smaller communities within a large city. Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, and the annual Acura Grand Prix of Long Beach, plus a wide variety of other attractions (two historic ranchos, three marinas, and five golf courses), serve to draw 6.5 million visitors a year. The City is also home to California State University, Long Beach, and Long Beach City College. Cal State Long Beach is the second largest university in the state and was recently ranked the No. 3 best-value public college in the nation. Covering approximately 50 square miles, Long Beach is supported by a wide mix of industries with education, health and social services, manufacturing, retail trade, and professional services comprising the highest representation. Known for its livable and desirable neighborhoods, Long Beach was named by America's Promise Alliance as one of the 100 Best Communities for Young People two years in a row. While it offers all the amenities of a large metropolis, many say Long Beach offers the added benefit of having maintained a strong sense of community and cohesiveness despite its growth. A superb climate, quality schools, a vibrant downtown, and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country.

## City Government

Long Beach, a charter city formed in 1897, is governed by nine City Council Members elected by district and a city-wide elected Mayor. Other elected officials include the City Attorney, City Auditor, and City Prosecutor. The elected officials are elected to staggered four-year terms. The City Council appoints the City Manager and City Clerk. The City Manager is responsible for the efficient administration of all City departments, excluding those under the direction of a separately elected official, Board or Commission. Long Beach is one of only three cities in California with its own Health Department and one of the very few municipalities with its own Water and Energy Resources Departments. In 2019, the City of Long Beach and Plenary Properties Long Beach unveiled the completion of the new four-building Long Beach Civic Center, which includes a new City Hall and Port Administration Building. The tree-lined pedestrian plaza is reflective of an innovative public-private partnership and the Civic Center is designed to revitalize the civic core of downtown to serve residents, attract visitors, and provide safe and efficient city operations. The City is supported by a FY2023 total budget of \$3.2 billion with a General Fund budget of \$669 million. It has a FY 2023 Capital Improvement Budget of \$500 million. Long Beach employs approximately 6,048 full-time equivalent staff.



## The Department

The Technology and Innovation Department (TID) plans and develops the technology infrastructure for the City and provides a centralized resource for technology deployment and support throughout the City. The Department integrates people, processes, and technology to increase the efficiency and effectiveness of City services through the work of its 191 FTEs while operating on a FY 2023 annual budget of nearly \$70 million and multi-year capital projects budget of \$101 million. TID is organized into five bureaus: Digital Services, Business Operations, Technology Engagement and Support, Enterprise Information Services, and Infrastructure Services. The Department also manages LBTV, a production studio that develops custom programming and distributes City multimedia content via its broadcast TV station and social media platforms. Additional information about the department is available at [www.longbeach.gov/ti](http://www.longbeach.gov/ti).

## The Position and Ideal Candidate Profile

The Cyber Security Officer (CSO) will be responsible for the planning, organization and direction of the Cyber Risk Division. The CSO will report directly to the Director of Technology & Innovation. The position will be part of TID management team which leads and advises Long Beach to effectively respond to a rapidly evolving technology environment. Its primary role will be to safeguard the City's technology and data from security breaches. As the City's technology systems develop and change, it is

critical that the City stay ahead of growing security issues to ensure its systems are secure and its constituents' data and financial information remains safe. Also vital is the need to ensure that public safety systems are highly secure but accessible at all times. This position will also ensure that the City remains compliant with its regulatory obligations such as Criminal Justice Information Services (CJIS), Payment Card Industry Data Security Standards (PCI) and Health Insurance Portability and Accountability Act (HIPAA) requirements.

Under the direction of the Director, the CSO will operate independently to stay focused on overseeing all aspects of cyber risk and security. A key element of the CSO's role is working with executive management to determine acceptable levels of risk for the City. This position will be the point of contact for all cyber risk and security issues and will develop, recommend and implement Cyber policies and procedures in coordination with the TID bureaus. The CSO will proactively work with departments and ecosystem partners to implement practices that meet agreed-on policies and standards for information security. This position will proactively establish all necessary security controls in a well thought out, orderly manner to ensure all existing and future configurations are appropriately secure.

This position requires excellent oral and written communication skills and strong interpersonal skills that promote effective and cooperative work relationships at all levels of the organization and across Departments. A resourceful and adaptable operational style along with a team oriented, collaborative leadership style will be essential for establishing positive relationships that infuse energy and enthusiasm in the promotion of innovative solutions and major operational changes.

The ideal candidate is a collaborative, creative and forward thinker, dedicated to quality service, high ethics and governance. Credibility and relationship building are essential to this role as the Cyber Security Officer is expected to provide guidance, influence, and partner with the department and entire city organization, in providing practical solutions and approaches to technology risk management/security. The ideal candidate should have previous experience with municipalities and government security requirements.

#### **Examples of Duties:**

- ◆ Develops an information security vision and strategy that is aligned to organizational priorities and enables and facilitates the City's goals and objectives and ensures stakeholder alignment.
- ◆ Creates and manages a unified and flexible, risk-based control framework to integrate and normalize the wide variety and ever-changing requirements resulting from global laws, standards and regulations
- ◆ Oversees portfolio of cyber risk and security processes and applications and originates and implements new processes and applications to ensure efficient and effective cyber security for the Citywide systems.
- ◆ Analyzes information, situations, problems, policies and procedures to define problems accurately, and identify and implement potential solutions systematically.
- ◆ Develops cyber risk technology training programs for City employees.
- ◆ Prepares oral and written reports for senior management, the City Manager's office and elected officials.
- ◆ Selects, trains, evaluates and directs subordinate staff.
- ◆ Delivers exceptional customer support and innovative technology services.

#### **Requirements to File:**

- ◆ The position requires a minimum of five (5) years of recent increasingly responsible experience in technology management, cyber security applications and infrastructure, and business process improvement fields in a technology environment similar in size, scope and complexity to the City of Long Beach.
- ◆ A Bachelor's degree is required in Computer Science, Information Technology, Public Administration, Business Administration or a related field.
- ◆ Experience may be substituted for education on a year for year basis for a total of nine (9) years' experience (four years to substitute for the degree plus the 5 years recent experience as explained above).

#### **Desirable Qualifications:**

- ◆ A Master's degree in Computer Science, Information Technology, Public Administration, Business Administration, or a closely related field.
- ◆ Certification as a Certified Information Systems Auditor (CISA), Certified Information Security Manager (CISM), Certified Information Systems Security Professional (CISSP), Certified in Risk and Information Systems Control (CRISC) or equivalent information security certification.

## Compensation and Benefits

The salary range for this position is \$145,656 to \$176,868 annually. Placement in the range will depend on qualifications. The City's compensation package also encompasses an attractive benefits package that includes:

- ◆ Retirement – City offers CalPERS with a benefit of 2.5% @ 55 for Classic members or 2% at 62 for new members as defined by PEPRRA, subject to the limitations set by PERS. Employee pays the employee portion. The City also participates in Social Security.
- ◆ Vacation – Twelve (12) days after one year of service; 15 days after four years, six months of service; 20 days after 19.5 years of service.
- ◆ Executive Leave – Forty (40) hours per year.
- ◆ Sick Leave – One day earned per month; unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums, or to pension credits.
- ◆ Holidays – Eleven designated holidays per year, plus four personal holidays to be used at the employee's discretion.
- ◆ Monthly Auto Allowance
- ◆ Health and Dental Insurance – The City offers an HMO and PPO option for health and dental insurance coverage. The City pays major portion of the premium for employee and dependents depending on the health/dental plan selected.
- ◆ Life Insurance – City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000.
- ◆ Disability – City-paid short-term and long-term disability insurance.
- ◆ Flexible Spending Account – Optional election for employees to reduce taxable income for payment of allowable childcare or medical expenses.
- ◆ Management Physical – Annual City-paid physical examination.
- ◆ Deferred Compensation 457(b) Plan – Optional for employee contribution to a supplementary retirement savings program available through ICMA Retirement Corporation.
- ◆ Technology Allowance – Monthly smart phone stipend.
- ◆ Remote Work Schedule – This position is eligible for a hybrid telework schedule per approval by management. The typical arrangement is to work 20% on site and 80% remote once the employee is acclimated to the agency and settled in their new role. If working on a remote work schedule, the employee is expected to be able to report to work within two hours to the work site if needed.



Additional information about the City's benefit package can be found at [www.longbeach.gov/hr](http://www.longbeach.gov/hr).

## The City of Long Beach is an Equal Employment Opportunity Employer

### The Process

To be considered for this exciting career opportunity, please visit the Avery Associates Career Portal on our website at [www.averyassoc.net/current-searches/](http://www.averyassoc.net/current-searches/) to upload your letter of interest, resume, and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

Paul Kimura or Kristi Ward  
Avery Associates  
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E-mail: [jobs@averyassoc.net](mailto:jobs@averyassoc.net)



**The final filing date for this recruitment is October 25, 2023.** Following the close of filing, applications will be reviewed, and those candidates determined to be the best qualified will be invited to participate in a selection process which will include a preliminary interview with Avery and an oral interview by a city selection panel.

If you have any questions regarding this position, please feel free to contact Mr. Kimura at [paulk@averyassoc.net](mailto:paulk@averyassoc.net) or 408.399.4424 or Ms. Ward at [kristiw@averyassoc.net](mailto:kristiw@averyassoc.net).