

Job Title: Chief Resilience Officer

Salary: \$109,249.00 - \$129,508.00 Annually

Job Type: Full-time

Department: City Coordinator

Location: City Hall, 350 South 5th Street, Minneapolis, Minnesota

Vacancies: 1

Closing Date/Time: Sun. 02/12/17 11:59 PM Central Time

Posting Type: Appointed

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Position Description	Benefits	Supplemental Questions
<p>The Chief Resilience Officer (CRO) will act as the lead within the City of Minneapolis and the greater metropolitan area for establishing a compelling resilience vision supported by an actionable strategy, driving the resilience conversation with internal and external partners, building and implementing effective resilience strategies, and leveraging the benefits and services of the 100 Resilient Cities Global Network, strategy partner and platform of services.</p>		
<p>Job Duties and Responsibilities:</p>		
<p><u>Strategy Development and Implementation</u></p> <ul style="list-style-type: none"> • Lead the development of a comprehensive assessment of current policy, planning and resilience activities, creating a compelling vision for Minneapolis' Resilience Strategy to drive engagement, understanding and commitment across all relevant community sectors. • Create a Resilience Strategy that incorporates and responds to the overarching issues facing Minneapolis, which encompass, but are not limited to inequality, aging infrastructure, transit/transportation issues, a lack of affordable housing and climate change among others (e.g. fiscal sustainability, global macroeconomic change, immigration, terrorism). • Ensure that the Resilience Strategy has a clearly defined direction, with specific outcomes and metrics that defines roles and responsibilities for all responsible stakeholder groups. • Drive the Resilience Strategy development and its implementation in coordination with City Council, corporate operations, community-based initiatives and other regional, state and federal policy responses. • Develop and implement an Action Plan with short and long term priorities (including financial and other funding mechanisms) to deliver the programs and initiatives supporting delivery of the Resilience Strategy outcomes. • Identify and secure funding to implement priority resilience initiatives, overseeing these initiatives and coordinating activities with other stakeholders, including the wider community. • Regularly review the Resilience Strategy and identify and recommend opportunities and initiatives for improvement. • Provide policy and planning advice on resilience concepts and priorities in response to emerging trends and impacts. • Oversee the implementation of policy and planning activities in collaboration with internal departments and external partners supporting the overall strategic objectives of the Resilience Strategy. 		

Engagement and Communications

- Inspire, influence and enable the community's contribution to the development and implementation of Minneapolis' Resilience Strategy.
- Serve as the primary representative to the 100 Resilient Cities Network and initial point of contact for other network members.
- Lead a rigorous participatory process inclusive of broad range of stakeholders from both inside and outside city government.
- Communicate and socialize Minneapolis' resilience initiatives and accomplishments to local, regional, national and international audiences.
- Develop and maintain sound working relationships, networks and partnerships with key stakeholders locally, nationally and internationally.
- Establish and manage partnerships and strategic alliances with key local and regional government stakeholders and across diverse sectors, professional disciplines and communities.
- Contribute expertise and technical knowledge to the 100 Resilient Cities network as a leading global city and active partner nationally and internationally.

Project Management

- Implement projects and programs identified in the Resilience Strategy together with the pertinent agencies/departments and external partners who may carry out this work.
- Collaborate with 100RC, their partners and the Strategy Partner on achieving key milestones.
- Manage project funding and expenditure within scope of allocated budget. Ensure required resources, both human capital and fiscal are allocated for project delivery and implementation.
- Proactively manage changes in project scope, identify issues and manage contingency options.
- Create a comprehensive marketing, communication, and social media strategy to disseminate public information in order to increase visibility and resilience support.

Leadership

- The CRO must be able to inspire, influence and enlist others to meaningfully engage in the development, implementation and evaluation of Minneapolis' Resilience Strategy.
- Build meaningful and effective coalitions to work across sectors and institutionalize a resilience approach.
- Facilitate the development of leadership capability across the City of Minneapolis in driving the resilience vision and objectives.
- Integrate and institutionalize a resilience approach across many government departments and processes.
- Ensure that internal and external stakeholders build strong, collaborative partnerships with each other and across the organization and between groups and coalitions.
- Communicate the vision and priorities of the Resilience Strategy across the City of Minneapolis and establish and communicate a clear sense of direction and purpose.
- Be instrumental in realizing efficiencies by incorporating consideration of resilience into existing cross- corporate initiatives.

Required Qualifications:

Required Education

Bachelor's degree in public or business administration, public safety, political science, economics, emergency management, sustainability, or other relevant field or equivalent. Master's degree and above preferred.

Required Experience

Seven to ten years of progressively responsible experience managing projects, performing operational analysis, and working with public sector elected and staff leadership, including management and policy development, or equivalent

Background Check

The City has determined that a criminal background check and/or qualifications check may be necessary for certain positions with this job title. Applicants may be required to sign an informed consent form allowing the City to obtain their criminal history and/or verify their qualifications in connection with the position sought. Applicants who do not sign the informed consent form will not be further considered for the position.

Equivalency

An equivalent combination of education and experience closely related to the duties of the position MAY be considered.

Desirable Qualifications -- Cultural Competency

Ability to relate and work effectively with people from diverse cultural, economic and ethnic backgrounds.

Selection Process

Any one or any combination of an evaluation of related education/experience/screening questions, an oral exam, etc., may be utilized (100%). The right is reserved to limit the number included in any phase. Interviews may also include work simulation exercises, assessments, etc.

This position is **Appointed**.

Knowledge, Skills and Abilities:

- Senior level experience, with an understanding and knowledge of local, state and federal government policy and decision making processes
- Sound understanding of resilience principles with a minimum of 10 years of demonstrated experience at the strategic planning level
- A systems-thinker and a coalition-builder with a track record of driving outcomes in complex government environments.
- Ability to function across multiple sectors and disciplines to drive effective collaboration.
- Excellent interpersonal, negotiation and influencing skills with the ability to use discretion and judgment in a dynamic business and political environment.
- Local knowledge and understanding of the political, business and non-profit cultures and actors.
- Have respect and appreciation for the diverse views, values and culture of the corporation and the community at large.
- Extensive experience in facilitating, influencing, and engaging diverse stakeholders, coordination and execution of projects that span multiple sectors or disciplines.
- Ability to effectively allocate resources to deliver strategic planning objectives.
- Highly developed analytical, strategic and lateral thinking skills and the ability to take the initiative, drive changes and implement innovations.
- Strong demonstrable knowledge of and experience in end to end program design, delivery, and evaluation for one or more major policy or program initiatives
- Demonstrated ability to develop, manage and maintain action plans and supporting programs and projects and associated budgetary and financial management requirements.
- Be service and performance oriented, focusing on accountability.
- Supervisory skills evidenced by the ability to motivate, coordinate and lead staff.
- Experience working with computer software (e.g. MS Office Suite) or equivalent, as it relates to the preparation of external correspondence and concise and accurate reports and presentations.
- Supervisory skills evidenced by the ability to motivate, coordinate and lead staff. Fluency in English and one of the City's primary language groups (Spanish, Somali, Hmong, Amharic, Vietnamese, Lao, Oromo) desirable.