



The City of Chino invites you to apply for the position of

# DEPUTY DIRECTOR OF TECHNOLOGY AND INNOVATION

Are you a forward-thinking technology leader who can connect people, drive innovation and lead with confidence? The City is seeking a Deputy Director of Technology and Innovation, a collaborative and strategic professional ready to guide the Information Technology Division and the Office of Innovation while supporting a high-performing organization.

This is an opportunity to oversee enterprise systems, cybersecurity and citywide technology initiatives while partnering across departments to deliver smart, secure and customer-focused solutions. The ideal candidate brings strong leadership, emotional intelligence and the ability to navigate challenges, build trust and unify teams around a shared vision for the City's future.



# About the City of Chino

The City of Chino is a dynamic and growing community in the Inland Empire that combines a rich agricultural past with steady growth and development. Chino offers a high quality of life supported by safe neighborhoods, expanding amenities and a commitment to thoughtful planning.

With a strategic location near major transportation corridors and regional economic centers, Chino has become an attractive destination for a wide range of businesses and industries. The City takes pride in its responsive, service-oriented approach and its partnership with residents and businesses to support continued growth.

## WHY WORK FOR US?

The City of Chino offers the best of Southern California living, blending a welcoming, small-town feel with easy access to major job centers, transportation and regional amenities. With continued growth and a strong local economy, Chino provides an ideal setting for professionals looking to build a meaningful career while enjoying everything the region has to offer.

Working for the City of Chino means being a part of an organization where your contributions matter and your work has visible impact. Employees are given the opportunity to take ownership of projects, grow their skills and play a key role in shaping the City's future. With supportive leadership and a driven workforce, Chino is a place where you can advance your career while making a meaningful difference.

## OUR VISION

*Chino is a vibrant city. It is a great community in which to live, work, and play, that is recognized for integrity and dedication to public service.*

## OUR MISSION

*Together we take pride in providing quality, caring service to our community.*

## OUR VALUES

- *Commitment to Our Community*
- *Integrity & Accountability*
- *Fiscal Responsibility*
- *Partnerships & Teamwork*
- *Innovation*
- *Communication & Engagement*



# Chino by the Numbers



**95,000**  
POPULATION



**36**  
MEDIAN AGE



**\$755,000**  
MEDIAN HOME VALUE



**5**  
MAJOR AIRPORTS WITHIN 50 MILES



**\$129,000**  
AVERAGE HOUSEHOLD INCOME



**4.9%**  
5 YEAR PROJECTED GROWTH RATE



**OVER 20**  
COLLEGES AND UNIVERSITIES  
WITHIN 20 MILES

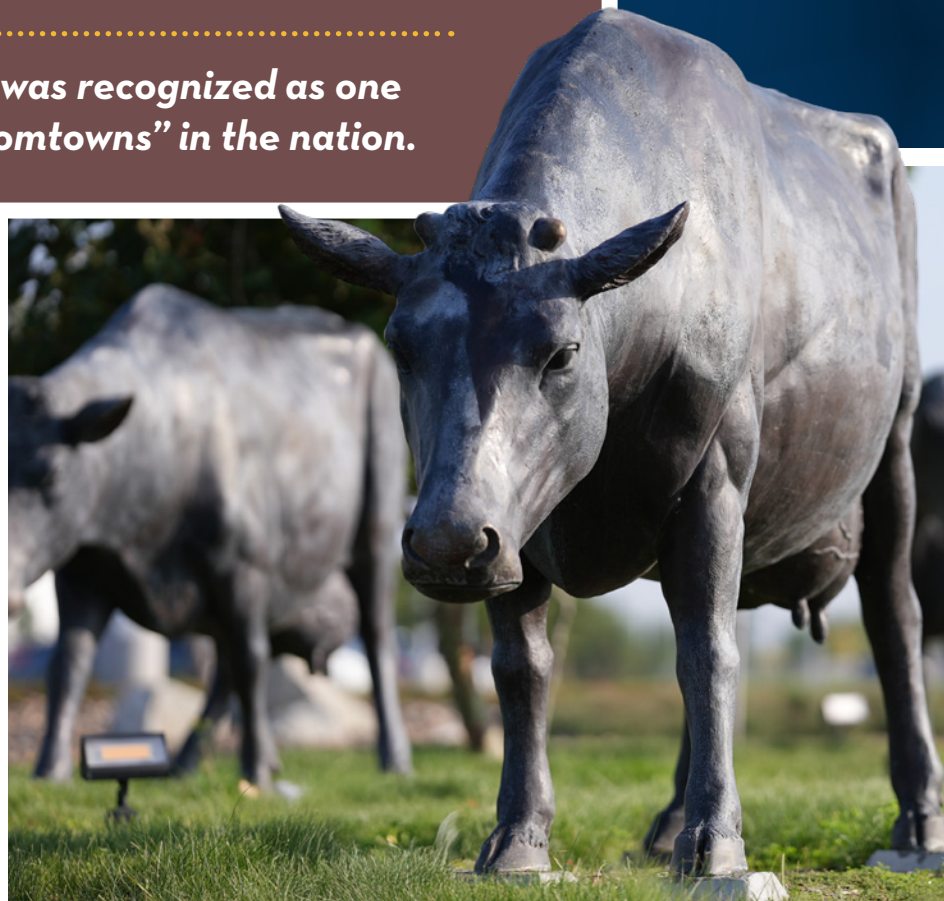


**OVER 4 MILLION**  
SQUARE FEET OF RETAIL STORES,  
RESTUARANTS AND ENTERTAINMENT



## Fun Fact

*The City of Chino was recognized as one of the top ten "Boomtowns" in the nation.*



# The Information Technology Division and the Office of Innovation

Chino's Information Technology Division plays a central role in supporting the City's operations through reliable and efficient technology systems. The division is responsible for managing enterprise applications, network infrastructure, telecommunications and cybersecurity, ensuring staff across all departments have the tools and systems needed to serve residents and businesses effectively. The team also supports a wide range of technology used in daily operations, from administrative systems to public safety tools. This includes oversight of core infrastructure such as enterprise systems, web and application servers, data storage environment and integrated communications networks. The division also supports critical systems such as the City's real-time crime center and telecommunications platforms that enhance coordination, situational awareness and service delivery across departments.

The division manages the City's network, servers, storage, virtualization and cloud environments. Staff ensure systems are reliable, secure and performing well. The team also maintains backup, disaster recovery and business continuity capabilities.

In addition, the team leads technology planning and implementation efforts, overseeing system upgrades, software solutions and infrastructure improvements that keep pace with the City's growth. IT staff work closely with departments to understand operational needs and deliver practical solutions that enhance efficiency. The team also manages vendor relationships, contracts and technology investments, ensuring compliance with applicable standards and best practices.

Information Technology staff values clear communication and a proactive approach to problem-solving. The team plays a critical role in ensuring continuity of services and supporting long-term operational success.

In addition, division staff support the Office of Innovation, which focuses on evaluating and improving internal processes and leading special projects that enhance service delivery. As part of the Administration Department, IT helps find smarter ways to use data and streamline services such as event permitting.

## THE DIVISION SUPPORTS THE CITY THROUGH SEVERAL KEY FUNCTIONS



### Cybersecurity and Data Integrity

Ensuring the security and reliability of City data through the development and enforcement of policies, procedures and system controls.



### Technology Planning and Project Management

Developing plans for hardware and software, leading system upgrades and managing technology projects across departments.



### Contract Administration and Vendor Coordination

Managing requests for proposals, evaluating vendors, negotiating contracts and overseeing service agreements for technology solutions.



### Budgeting and Resource Management

Administering the division's budget, forecasting needs and allocating resources for staffing, equipment and technology investments.



### Technology Systems and Infrastructure

Overseeing enterprise applications, network and server systems, telecommunications and geographic information systems, including web servers, enterprise platforms and public safety technology systems.



### Service Delivery and Customer Experience

Providing responsive, reliable and user-focused technology services, including helpdesk support, troubleshooting, onboarding and training.

# The Position

As the Deputy Director of Technology and Innovation, you will step into a leadership role that blends technical expertise with strong leadership skills. Your focus will be on guiding the team through evolving technology needs, strengthening system reliability and aligning initiatives with the City's operational priorities. This is a working leadership role that requires the ability to communicate and collaborate effectively across the organization.

## REPORTING TO THE CITY MANAGER, YOU WILL ...

- Lead and oversee all functions of Information Technology, including enterprise systems, network infrastructure and telecommunications.
- Direct technology planning efforts, including system upgrades and implementation of new solutions.
- Manage the division's budget, resources and technology investments to ensure effective operations.
- Oversee procurement processes, vendor contracts and consultant services.
- Ensure the security and reliability of City data and systems through policies and best practices.
- Collaborate with departments to assess needs, prioritize initiatives and deliver solutions that support City operations.
- Lead, mentor and support staff, fostering accountability and a strong team environment.
- Champion innovation across the organization by supporting the Office of Innovation and advancing the use of data for decision-making.
- Remain actively engaged in technical and operational matters, providing hands-on support and guidance across infrastructure, systems and projects when needed.
- Improve transparency around IT projects, priorities and workloads.
- Support service delivery, including technical support and user experience.
- Strengthen communication, training and support practices to improve user experience and adoption of technology across departments.

This position is ideal for a capable and steady leader who can navigate complex systems, support a growing organization and bring a practical approach to managing technology in a municipal setting. It will also play a critical role in establishing a more responsive, customer-focused approach to technology support.

[Read the full job description here](#)

## DEPUTY DIRECTOR OF TECHNOLOGY AND INNOVATION AREAS OF RESPONSIBILITY

- Division Oversight and Team Leadership
- Citywide Systems and Technology Operations
- Information Security, Data Protection and System Continuity
- Strategic Technology Initiatives and Project Delivery
- Procurement Process and Contract Coordination
- Cross-Department Collaboration and Organizational Support
- Public Safety and Critical Systems Support
- Organizational Leadership and Cultural Development
- Strategic Planning and Governance
- Organizational Change and Culture Transformation
- Cybersecurity and Compliance
- Network Communications and Operations
- Innovation Solutions



# Our Ideal Candidate

The next Deputy Director of Technology and Innovation will be a confident, steady leader who understands that success in this role goes beyond technical expertise. This is someone who can step into complex situations, read the room and lead with clarity, bringing people together while keeping initiatives moving forward. The ideal candidate sees the bigger picture and connects the dots between daily work and the City's goals and priorities, helping staff understand the value of their contributions.

## YOU'RE OUR IDEAL MATCH IF YOU'RE . . .

- A strong communicator who can clearly articulate vision and goals across departments
- A leader who builds relationships and works effectively Citywide
- Calm under pressure, with the ability to diffuse challenges and lead through uncertainty
- Skilled at navigating organizational dynamics with confidence
- A big-picture thinker who can assess needs, develop plans and guide long-term direction
- Experienced in leading teams, mentoring staff and fostering accountability
- Comfortable making tough decisions that support the organization's best interests
- Customer-focused, with a commitment to responsive and effective service delivery

This role is best suited for a well-rounded professional who is ready to take the next step into a high-impact leadership role.

# Compensation & Benefits

The monthly salary for the Deputy Director of Technology and Innovation is **\$12,559.50 - \$16,609.83**. This position also receives a 3% Cost of Living Adjustment effective the beginning of the pay period that includes July 1, 2026.

- **Flexible Benefit Bank:** \$2,599.32 available monthly for Medical, Vision, and Dental insurance (unused funds paid out)
- **Retirement:** CalPERS plan (employee contributes 7-8% depending on tier; City pays employer share) plus \$410/month City contribution to deferred compensation
- **Paid Leave:** Generous vacation accrual (up to 20 days/year), 12 holidays, 35 hours floating holiday and 60 hours management leave
- **Additional Pay:** Bilingual pay (\$160/month)
- **Education Support:** Up to \$3,500/year for tuition, plus potential additional reimbursement
- **Work-Life Flexibility:** Vacation buyback and conversion options
- **Insurance & Security:** City-paid life insurance (\$100K) and disability coverage
- **Other Perks:** Computer loan program, flexible spending plan and additional duty pay opportunities
- **Sick Leave Hiring Bonus:** Can bring up to 200 hours if Sick Leave from previous employer has not been paid out



# Qualifications

## EDUCATION & EXPERIENCE

- Equivalent to a bachelor's degree from an accredited college or university with major coursework in computer science, information technology, management information systems or a related field.
- Five years of increasingly responsible administrative experience in the design, programming and installation of information systems and hardware, including three years of experience in a supervisory or management capacity.

## KEY COMPETENCIES



### Systems Integration and Optimization

Skilled in evaluating existing systems, identifying gaps and implementing solutions that improve efficiency and performance across platforms.



### Information Security and Risk Awareness

Strong understanding of cybersecurity principles and risk mitigation, with the ability to safeguard systems while maintaining accessibility and operational continuity.



### Organizational Problem-Solving

A practical, solutions-oriented approach to diagnosing issues, troubleshooting complex environments and implementing sustainable fixes.



### Adaptability and Leadership

Comfort leading through change, guiding teams through evolving technology needs and helping the organization adapt to new systems, tools and processes.



### Innovation Minded

Brings a forward-thinking approach to technology and service delivery and implement solutions that enhance organizational effectiveness.



## Fun Fact

*The City of Chino hosted shooting events for the 1984 Summer Olympics.*





# How to Apply

To be considered for this position, send your resume and cover letter to Christine Martin at [Talent@TripepiSmith.com](mailto:Talent@TripepiSmith.com) by **May 18, 2026**.

Candidates may be screened for qualifications following the submission deadline. If you require additional information or have questions, please contact Christine Martin at 949-993-6531.

