Employment Opportunities

Here is a link to view and print all job postings.

If you have questions about any of the employment opportunities, please contact Katie Meyer, x 5138.

Employee News

New Employees


Sylvia Bochner, CD – Planner I effective May 29. Sylvia joins us from the City of Iowa City.

Emily James, FIN – Safety Coordinator effective May 29. Emily joins us from Integrated DNA Technologies, Inc. in Coralville, IA.

Chelsi Baker, FIN – Budget Analyst I effective May 29. Chelsi joins us from Honkamp Krueger & Co. in Dubuque, IA.

Gretchen Barske, HR – Benefits Manager effective May 29. Gretchen joins us from Transamerica in Cedar Rapids.

Risk Services Division Updates

The Risk Division, formerly known as Safety & Health, located on the west end of the CSC, has several new employees. Safety Coordinator, Emily James; Chad Stonebraker, Safety and Compliance Technician; and a new Occupational Nurse, Judy Powell, will join the division Monday, June 11.

Risk Services Division is currently working on the following:
- Alignment of safety training
- Auditing safety programs for compliance
- Working on setting up safety committees
- Making sure the Risk Services Division has transparent communication to all other departments
- Integrating easier to access safety form, policies and processes for the updated intranet design

You can reach the Risk Division at 286-5034.
City Manager and Director Updates

Land Development Fee Structure Update
The Development Services Division and Building Services Department are working to update the fee structure associated with single family construction, commercial construction, and zoning. Goals with the updated structure include streamlining the application process for developers, matching the fee structure of surrounding communities, and applying consistent calculations methods for all permits. Staff will be conducting stakeholder outreach throughout the month of June, including outreach directly to developers.

Flood Anniversary Events
June marks the official start of the City's flood anniversary commemoration, beginning with Resident Appreciation Day at the Farmer's Market that took place on Saturday, June 2. Thank you to all of the City employees that helped make the event a great success! The 10 year anniversary-themed Our CR magazine will begin arriving in resident's mailboxes the week of June 11.

Other upcoming events:
City Hall Tour,
Tuesday, June 5 at 5:30
- Central Fire and Police Department Open House/Tours
  Tuesday, June 12, 4 – 6 p.m.
- Northwest Gateway & Memorial Plaza Ribbon Cutting
  Wednesday, June 13, 2:00 p.m.
  O Ave and 6th Street NW
- Bus Tours
  Monday, June 18 (multiple tours throughout the day)
- Moving Forward: Pathways to Building Community Resilience Symposium
  Tuesday, June 19
  DoubleTree Convention Center; Hosted by The National Academies of Sciences, Engineering, and Medicine's ResilientAmerica Roundtable

Visit [www.cedar-rapids.org](http://www.cedar-rapids.org) for more details about the City's events and [CedarRapidsRising.com](http://CedarRapidsRising.com) for a full listing of community events related to the flood anniversary.
For the month of June, we will focus on the fourth organizational health building block – accountability. Webster says, **accountability is the obligation or willingness to accept responsibility for our actions**. Patrick Lencioni’s organizational health model focuses on peer accountability as the fourth level in his model. To promote organizational health, each of us is expected to be honest and tactful with one another and deliver hard messages to each other when necessary. Treating one another with respect and dignity is essential to peer accountability. It is important to remember “generous intent” by giving the other person the benefit of the doubt. These peer accountability messages might sound like:

“Did something happen? I was expecting to receive that document we discussed.”

“Are you doing OK? It is not typical for you to go off in the meeting.”

“What happened? I really needed your support on this issue and you let me down.”

“Did I do something to offend you? It seems like you have been avoiding my calls.”

It is usually a good idea to lead with a question. This helps us seek first to understand and then to be understood.

When we talk about peer accountability, the concept of self-accountability often comes up. Self-accountability simply means taking responsibility for our actions and communicating and even apologizing when necessary. The more self-accountability we have, the less often we need to use peer accountability.

**WORD SCRAMBLE:**

Peer accountability means being ____________ with one another.

Letters: EONHTS

Unscramble the letters to answer the FAQ above. Click [here](#) to provide your response and be entered in the monthly org health drawing.

For more information about the organizational health initiative at the City of Cedar Rapids contact: Sue Sager, Organizational Development Manager, [s.sager@cedar-rapids.org](mailto:s.sager@cedar-rapids.org) 319-777-1699.
Congratulations to the Lead CR Class

On May 31, seventeen City leaders graduated from a citywide organizational health leadership program, Lead CR, that started in February. The program was designed for leaders who have worked at the city for at least one year and currently supervise at least one person. It replaced the City’s former Leadership Development Program.

**Lead CR goals include:**
- Develop a leadership pipeline within the City
- Foster city wide exposure and collaboration for leaders
- Promote awareness of City resources and tools
- Enhance knowledge and skills through interactive instruction and team learning

Each leader participated in over 30 hours of training, two networking lunches, two mentor meetings, read 3 assigned books, designed and delivered one team presentation.

When you see them, please congratulate these leaders:
- Ken DeKeyesr - Development Services
- Cheme’ Fairlie - Fire
- Brenna Fall - Public Works
- Sherri Hawkins - Police
- Justin Holland - Public Works
- John Jackson - Fleet
- Jerry Kirk - Parks and Recreation
- Christine Knapp - Utilities
- Shawn Lampe - Information Technology
- Caleb Mason - Community Development
- Mitch Mensen - Finance
- Jason Middlekauff - Transit
- Nick Nolte - Police
- Chad Peterson - Parks and Recreation
- Rita Rasmussen - Public Works
- Dave Roe - Parks and Recreation
- Tony Schmit - Police

The nomination and application process for the next Lead CR class will begin in the fall. To learn more about Lead CR contact Sue Sager, Organizational Development Manager.
Employee Thank You Award

The City of Cedar Rapids takes pride in the services provided on a daily basis. Often, there are employees who go “above and beyond” in any particular situation in order to help out a citizen or fellow employee. In other instances, the employee will go out of their way to do what is right without even thinking about what is expected. They simply do it because they can! These types of actions greatly impact our community and work environment and we want to make sure to recognize our fellow employees for their efforts.

We urge you to take the time to thank a fellow employee so that these acts of kindness do not go unnoticed. This month’s recipient of the “Thank You Award” is:

Gary Thompson – Utilities – Water, Water Utility Service Representative II

“Dear Office of City Manager,
I wanted to pass along my sincere thanks and nothing but high accolades for Water Dept. Employee, Mr. Gary Thompson, for his recent service visit. Gary provided the epitome of what customer service is all about and for that, I wanted to pass along and share my compliments with management.
Gary came on a weekend call, was super helpful in finding then digging out the pipe to get to the water shut-off valve and then ultimately shut the water off so that I could make an emergency repair. He also looked at my old valve problem inside the house and recommended a solution that Hannah Plumbing was able to fix.
Thanks again to Gary for his great service and expertise. The city of Cedar Rapids can be proud of its employees, and in particular, Gary.
Kind Regards,
Shawn Bergquist
2332 Upland Dr SE

Submitted by Karen Michael, Administrative Assistant II – Utilities - Water

The Thank You Program is meant to recognize employees of all levels for their extra efforts. (Frontline Employees to Department Directors)

To submit a Thank You, please fill out the form below which can be found on CR@Work under Recognition Program. Please email the form to HR-OrgDev@Cedar-Rapids.org or send a hard copy to the Human Resources Department.
Link to the form: Thank You Form

Employee Appreciation

A patron called the Parks & Rec department Friday, May 25 and said that she thought she had reserved a pavilion for Saturday, May 26 for a graduation party, but when she looked at the reservation sheet at the pavilion and her receipt it indicated that she had booked the pavilion for May 25 instead. She desperately needed a pavilion for a party the next day. Tyler Wildeboer was off that day, but when called, he immediately worked on the issue and got a reservation added to the schedule so the patron could host her party. Tyler went above and beyond and it was greatly appreciated.
Please join us for a speaker series featuring City employees highlighting programs and initiatives that impact our residents.

Open to all employees in any department.

**Featured Topic**

**Dog Days of Summer in Public Safety**

Learn more about some of our 4-legged City employees who support police officers and firefighters. Join us for a demonstration of the K9s in action. Plus, we will have a special guest from Animal Care & Control that will be joining us.

- **Friday, June 15**
  12:00 – 1:00 pm | City Hall
  Basement Level Training Room

- **Tuesday, June 26**
  12:00 – 1:00 pm | CSC
  Time Check Hall

**Free lunch from Jimmy Johns!**

Please RSVP to either session by Monday, June 11 to participate and reserve your lunch. RSVP by emailing citymanager@cedar-rapids.org
National Public Works Week

The Public Works department recently recognized National Public Works Week. During the week, the Department took the time to celebrate all of their hard work by having a little fun and food. This year’s celebration included an opportunity for employees to “Ride-Along” in PW vehicles of their choice. Featured vehicles included the Sewer TV truck, Traffic’s bucket truck and paint truck, a street sweeper, and dump truck.

Here’s what our participants had to say about their experience:

- “LOVED DRIVING THE STREET SWEEPER! THANKS, STEVE THOMPSON!!! YOU ROCK! I really enjoyed getting to know some of the people from other departments, about their backgrounds and their jobs. We have such a great bunch of people who work here, and they are truly the unsung heroes who make the City run on a day to day basis. Makes me really proud to be a member of this team.” Carol Morgan, Right of Way

- “It was interesting to see their typical day; how and where they do their work, what typical problems they encounter and see what the inside of a sewer looks like. We got to hear a story about a recent sewer backup which damaged several finished basements and it was caused by people flushing things they shouldn’t.” Ben Dugan, Traffic

- “I thought this was a really cool opportunity. It was a chance to get out of the office and see what challenges the operators are faced with daily. Steve let me actually operate the sweeper, which was pretty neat. I had no idea how time consuming it is. The machinery has to go VERY slowly to make a dent in the debris by the side of the road.” Dana Howell, Streets

- “I thought the ride-along was a great experience to talk with co-workers that you would normally talk to. It was also a good chance for office staff to see the skills, knowledge, and equipment that Operators run on a daily basis.” Josh Baker, Traffic

During this week PW also brought back the infamous dunk tank. Employees made donations in order to purchase a chance to dunk their favorite co-workers. The dunkee who raised the most money was then given all of the funds raised to donate to their favorite organization. This year’s winner was Dana Howell of the Streets Division. Her organization of choice was the Suicide Awareness Voices of Education.

A big THANK YOU to everyone who made these events possible!
Veteran’s Welcome Center

Thank you to the Water Department employees for giving to the Freedom Foundation Veterans Welcome Center. Your donations will help stock the pantry at the welcome center and the $125 in cash will help provide Veterans with rides to the Iowa City Veterans Hospital. Thank you for your generosity!

Frederom From Hunger  Bake Sale

The CR Cares Committee will be holding a Bake Sale to help feed the hungry. All proceeds will go towards the Eastern Iowa Freedom From Hunger Food Drive which is celebrating 15 years.

Contact Pam Ammeter, 5237 to donate your yummy baked goods for the sale.

June 21  8:00 - 10:00am

Also available at the bake sale:
Freedom From Hunger grab bag game.
Try your luck for a chance to win a $10 gift card.

Purchase a bag of goodies for $5 and you could win one of 3 gift cards to a local coffee shop or eatery.

Back hallway of City Hall
Severe Weather at Home:
Do you have a disaster plan developed for situations at home?
- Identify a safe place to take shelter near your location. Your vehicle isn’t always the best spot to go for shelter.
- Make sure everyone in the household knows what county in which you live for weather alerts on television & radio.
- Have a NOAA weather radio or cellphone with a weather app available to receive warnings and follow the severe weather.
- Check the weather forecast before leaving for extended periods outdoors.
- Watch for signs of approaching storms when outdoors such as extreme temperature or humidity changes, dark skies, increasing winds, or thunder in the distance.

Heat Stress at Home:
- Condition yourself to working in hot environments (takes 3-5 days)
- Drink lots of liquids - Water or Juice – don’t rely on your thirst
- Take a break & rest in the shade
- Wear light weight/light colored fabrics
- Stay fit & healthy as it helps with heat tolerance
- Avoid strenuous exercise during the hottest part of the day
- Avoid large amounts of caffeine and alcohol as it dehydrates the body

City Services Center
Food Truck Frenzy

Please join us at the CSC for breakfast, lunch, or an afternoon snack! Trucks/vendors will be ready to serve at the scheduled time. They will stay until they run out of food, or run out of customers (which ever happens first!)
In case of rain, trucks/vendors are invited to serve in the Large Vehicle Bay.
If you have questions, please contact Jourend at jfulkner@cedar-rapids.org

| Tues, 6/6 | The Box Lunch | 11 am |
| Tues, 6/12 | The Hungry Rooster | 6:30 am |
| Tues, 6/15 | Little Jimmy Ices | 2 pm |
| Tues, 6/19 | Mooy’s Food Truck | 11 am |
| Thurs, 6/28 | The Hungry Rooster | 6:30 am |
| Tues 7/10 | One More Bite | 11 am |
| Tues, 7/17 | Kona Ice | 2 pm |
| Tues, 7/24 | ZZnt | 11 am |
| Tues, 8/7 | The Street Food Fighter | 11 am |
| Thurs, 8/23 | The Road Rooster | 11 am |