

Alameda County

invites your interest in the position of



Chief Probation Officer

Apply By May 20, 2016

Recruitment Services Provided by Ralph Andersen & Associates



Photo: Sibila Savage

The Community

Alameda County is the geographic center of the San Francisco Bay Area, located on the east side of the Bay across from the San Francisco peninsula. Commonly referred to as the “East Bay,” the region has been the fastest growing in the San Francisco Bay Area for more than two decades. The East Bay is popular because of its desirable location, incredible diversity, ideal climate, broad economic base, plus its range of available housing and business opportunities. The County itself is one of the most diverse regions in the country.

Alameda County offers a rich array of cultural activities, including the Oakland Museum and the Oakland East Bay Symphony. The region is home to three professional sports teams: the Oakland A's, Oakland Raiders, and the Golden State Warriors. The wine country of the inland Tri-Valley area, the Chabot Space and Science Center, and outstanding outdoor recreational facilities bring additional opportunities for recreation, relaxation, and education. The University of California, Berkeley and California State University, East Bay are just two of the distinguished academic institutions serving Northern California. Urban transportation options are extremely accessible including the Oakland International Airport, the Bay Area Rapid Transit (BART) system, and the San Francisco Bay ferry system.

Alameda County

Established in 1853, Alameda County has a population approaching 1.6 million residents making it the second largest county in the Bay Area and the seventh largest in the State. The County encompasses 14 cities including Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City as well as 6 unincorporated communities and rural areas that span a total of 738 square miles. The City of Oakland is the seat of County government and is also the largest city in Alameda County.

The County operates under a charter form of government and is governed by a five member Board of Supervisors elected on a nonpartisan basis from the districts in which they live, and serve four

year staggered terms. The Board is responsible for setting policy, overseeing all County operations, approving the organization's annual budget, and representing the County in a number of areas including its numerous special districts and regional agencies. The Board appoints the County Administrator, who is charged with overseeing County operations and services as well as developing the overall budget.

Alameda County employs over 9,000 employees working in 21 different agencies and departments and has an annual budget of nearly \$2.7 billion. As a major urban county, Alameda delivers a full spectrum of services, including general government and internal services, health care, social services, public works, criminal justice, and other public safety services for a population that is culturally and ethnically diverse. The County's mission is to **enrich the lives of its residents through visionary policies and accessible, responsive, and effective services**. Its vision is to be recognized as one of the best counties in which to live, work, and do business.

Overview of the Position

The Chief Probation Officer (CPO) is an at-will Department Head appointed by the Board of Supervisors who reports through and receives overall policy guidance from the County Administrator. As the Department Head, the Chief Probation Officer oversees a Department with more than 650 employees and an annual operating budget of \$124 million. The CPO oversees the Department, currently structured into the following Divisions: Adult Field Services; Juvenile Field Services; Juvenile Facilities; and Administration.

Opportunities and Challenges

The most compelling challenge and opportunity for the new Chief Probation Officer is to lead various organizational changes that focus on all demographics in the system and:

- **Build stronger partnerships and strengthen ties** with the community and community-based organizations to harness tremendous resources and achieve common goals.
- **Utilize money that is not being leveraged.** Be astute about available funding streams and secure funding to implement programs that make real and substantial changes.
- **Gather and analyze data** to know what programs achieve positive outcomes and which do not. Be transparent and make data available.
- **Build trust and motivate staff** in a way that builds an effective and cohesive team. Reward and recognize employees dedicated to positive reform. Be open to criticism and recommendations.
- **Implement alternative programs to incarceration.** Achieve improved results with positive behavior change and techniques; increase support for clients and families from staff and community partners.

The Ideal Candidate

Overall, the County is seeking an **experienced and innovative leader** with a reputation of strategic thinking, sound management, community building, and collaboration. The new leader must have a **proven track record** of demonstrated leadership, superior performance, and strong regional and interagency relationships that reflect an understanding of the County's culture and community.

Specifically, the County is seeking a Chief Probation Officer who creates a model for the nation and:

- Is a **visionary leader and strategic thinker** who articulates a clear vision to staff and the community and seeks opportunities to make improvements. Maintains effectiveness and openness in all situations.
- **Promotes individual and organizational integrity, honesty, and ethics** with high standards and values in the conduct of all activities.
- **Builds a strong network of partnerships with the community, community based organizations, educational partner, and other external stakeholders** that foster growth, trust and common goals. Finds ways to collaborate with the community and cooperatively gain buy-in.
- **Demonstrates excellent interpersonal and communication skills and creates positive, respectful, and productive relationships** with the Board of Supervisors, Department Head colleagues and all others. Demonstrates open, honest and professional communication.
- **Seizes opportunities, generates creative solutions, and originates action.** Fosters an environment of experimentation, creative problem solving, and prompt action to address current problems and future challenges. Gains support from stakeholders for new ideas.
- Has a track record of **successful positive justice reform**, with a focus on the reduction of ethnic disparities and successful implementation of evidence-based practices, rehabilitation programs and Restorative Justice. Uses data to make informed programming decisions.
- Is an **open, transparent, flexible, adaptable, responsive, and inclusive manager** who places a critical importance on a team-oriented environment.
- Demonstrates **strong financial and budget management acumen**, maximizes resources, seeks non-traditional funding and uses fiscal data to make informed decisions. Works collaboratively to ensure that the contracting process is managed effectively.
- Seeks and provides **opportunities for staff to increase their skills** and prepares them for advancement. Recognizes, values and leverages diversity. Creates a climate of inclusion.
- Is politically **astute in understanding organizational realities** and their impact on proposed ideas and actions. Takes political considerations into account while maintaining program integrity.

Core Values

- Commitment to community protection and service
- Commitment to preservation of the family
- Commitment to staff development, training and support
- Diversity of staff
- Integrity of staff
- Empowerment of staff to promote respectful, forthright communication
- Recognition of the potential for positive change in all people
- Recognition of staff as the Department's most important resource
- Respect and support for the dignity of all individuals

Compensation and Benefits

The annual salary range for the Chief Probation Officer is from \$167,606 to \$209,539 with **placement within the stated range based upon the selected candidate's experience and salary history**. In addition to a competitive salary, the County offers an excellent benefits package including:

- **Retirement:** The County pays the employer contribution to the 1937 Act defined benefit retirement plan.
- **Social Security:** Alameda County pays the employer contribution of Social Security and Medicare.
- **Deferred Compensation:** The County contributes to 457 and 401(a) plans for appointed Department heads.
- **Car Allowance:** Monthly car allowance of \$691 in lieu of an assigned official County vehicle.
- **Health Plans:** Alameda County offers a choice of health and dental plans and covers 90% of the full premium for the HMO plans, and 90% of the lowest cost HMO for the PPO Plan for the employee and qualified dependents. The County covers 100% of two Dental Plan options.
- **Cafeteria Benefit Plan:** The County allocates \$3,100 annually for Department Directors, which may be used for medical premiums, vision, supplemental life insurance, AD&D, and unreimbursed medical expenses. Eligible employees may also salary contribute up to a maximum of \$2,500 for certain qualified expenses on a pre-tax basis.
- **Basic Life Insurance:** The County provides \$75,000 in life insurance.
- **Leave:** Eleven paid holidays; four floating holidays; seven management paid leave days; vacation accrual based on service (vacation sell back up to an annual limit); and 13 sick days per year with no max accrual (a percentage of sick leave balance may be credited toward retirement service time).
- **Employee Paid Optional Benefits:** Vision Care; Disability Insurance; Dependent Life Insurance; Long-Term Care; Critical Illness; Hospital Insurance; Accident Insurance; Group Legal; Group Home & Auto; Pre-Tax Transit; and Parking Benefits.



The mission of the Alameda County Probation Department is to protect the public safety by providing supervision, services, support, and opportunities to Probation Department clients on behalf of the people of Alameda County through quality supervision, leadership, services, and effective partnerships.

Minimum Qualifications

Education: A Bachelor's degree from an accredited college or university with major course work in a field directly related to human services administration such as public administration, social welfare, psychology, business administration, public service management, or a closely related field.

Experience: Five years of senior level managerial, administrative, or supervisory experience that involved the supervision of a major staff support program or program division in an organization associated with the delivery of services in the fields of probation, corrections, or other justice programs and services.

To Be Considered

This is a **confidential** process and will be handled accordingly throughout the various stages of the process. References **will not** be contacted until mutual interest has been established. **Apply by Monday, May 20, 2016.** Electronic submittals are strongly preferred via email to Ralph Andersen & Associates at apply@ralphandersen.com and should include a compelling cover letter, comprehensive resume, and salary history.

The evaluation and selection process may consist of a supplemental questionnaire and/or written exercise(s) to further evaluate relative experience and overall suitability for this position. Employment history, degrees obtained, and other certifications/accomplishments will also be verified. Confidential inquiries are welcomed to Ms. Heather Renschler, Ralph Andersen & Associates at (916) 630-4900.

The County of Alameda is an Equal Opportunity Employer



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Public art at the Juvenile Justice Center