

San Joaquin County invites applications for



Deputy Director of HSA Employment & Youth Services

THE POSITION

The Deputy Director is a senior management position and is a key member of the Human Services Agency leadership team. The Deputy Director will oversee the Employment & Youth Services Bureau. The overall responsibilities of this position requires an individual to possess a strong administrative background in social services and the ability to build strategic partnerships with various stakeholders in the community. Well-qualified candidates also must have experience administering & overseeing various budgets, be a strong communicator and presenter, have exceptional interpersonal skills, be experienced in developing and implementing policies, have a strategic mindset in planning and problem solving, and must have the ability to maintain effective working relationships with elected officials, external and internal service providers, staff and the general public.

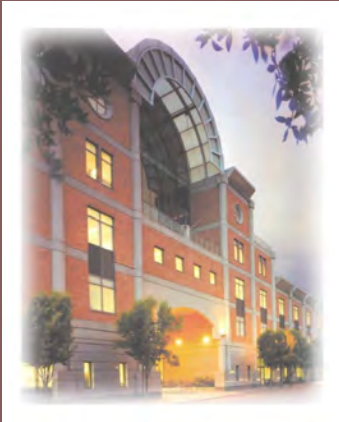
**This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions are at-will and are not governed by the Civil Service Rules.*

THE AGENCY

The San Joaquin County Human Services Agency (HSA) provides State and Federally mandated social services benefits to the citizens of San Joaquin County. HSA offers opportunities for a life of self-reliance and fulfillment through comprehensive and integrated programs designed to assist the clientele to break the cycle of dependency and poverty. The Agency places strong emphasis with coordination and outreach with cities, school districts, special districts, non-profits and other agencies.

The Human Services Agency employs 1,300 individuals and has an annual operating budget of \$371M. The Agency is comprised of five main divisions: Administrative Services, Aging and Community Services, Children's Services, Employment and Youth Services and Income Maintenance.

San Joaquin County is an Equal Opportunity Employer



Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton CA 95202
Phone: (209) 468-3370
Fax: (209) 468-0508



**Exempt Recruitment
Announcement:
0215-EB2100-EX**

SAN JOAQUIN COUNTY

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

ARTS, CULTURE, AND RECREATION



The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and the Children's Museum of Stockton are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, picnicking, swimming and organized sports. Annual family events include Stockton's Asparagus Festival, attended by thousands of fun-seekers from the county and beyond, held in downtown Stockton.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The county-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor north to Sacramento and offering access to the San Francisco Bay.

AGRICULTURE

The County is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland are dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



EDUCATION

From preschool to higher education, the county has it covered with an abundant array of opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and School of Law, National University and San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The county's 17 school districts provide families with a wide choice for children's educational development.

HOUSING

Homes and apartments are plentiful and the median home price in the county is still affordable when compared to other nearby areas.

Affordable, comfortable housing is available in most sections of the county and new homes abound in both the south and north area, with historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from unique cultural, recreational, and educational opportunities, that the area provides.



Deputy Director of HSA Employment & Youth Services

EMPLOYMENT & YOUTH SERVICES

The San Joaquin County Employment & Youth Services Bureau provides various assistance programs ranging from employment outreach, childhood development and educational programs for parents and children in need.

Other services include the assistance and protection of abused, abandoned or neglected children. The division is committed to assisting clients and their families throughout the County on improving the quality of life while promoting self-sufficiency. Some services are provided directly to the community, and others are provided by working with the network of programs designed to meet the needs of San Joaquin County residents.

Services provided by the bureau include:

- ◆ CalWORKs Employment Services
- ◆ Contracts Management
- ◆ First 5 San Joaquin
- ◆ Head Start Program
- ◆ Mary Graham Children's Shelter

OPPORTUNITIES & CHALLENGES

The selected individual will be tasked to focus on the following priorities:

- ◆ Continued implementation of the Affordable Care Act
- ◆ Ongoing coordination with the Agency's Children's Services Division
- ◆ Implementation of new services and programs for improved efficiencies

THE IDEAL CANDIDATE

The ideal candidate will have outstanding management acumen. The individual will be compassionate and have a keen understanding of the needs of the clients. The individual will also be able to work well with people at all levels of the Agency, community-based organizations and the community. The selected candidate will demonstrate a track record of successfully being able to develop, plan, organize, promote, and implement social services program with exceptional leadership. He or she will be able to effectively evaluate program services and staff performance and make effective changes to ensure short and long-term goals are obtained.

The ideal candidate will possess:

- ◆ Exceptional and effective leadership skills; proven ability to effectively manage and build consensus among staff
- ◆ Well-developed organizational and decision making skills as well as superb interpersonal skills
- ◆ Knowledge of the federal and state laws and regulations relating to Human Services Programs and the various funding sources.
- ◆ High level of integrity and strong sense of ethics with a proven track record of developing and maintaining a high performance culture
- ◆ Strong analytical skills, sound judgment, and a positive attitude
- ◆ Excellent written and verbal communication.





Deputy Director of HSA Employment & Youth Services

COMPENSATION PACKAGE

Annual Base Salary: \$100,500 - \$122,160

In addition to the base salary, the County offers:

- ◆ Cafeteria Plan in the amount of \$24,023 annually which may be used to purchase medical, dental, and vision coverage. Unused monies are included in salary.
- ◆ A 2% employer contribution to the County's 457 Deferred Compensation Plan (valued from \$2,010 to \$2,443)
- ◆ Vacation cash-out up to 8 days annually (valued from \$3,092 to \$3,759)

Potential Cashable Compensation:

	Step 1	Step 5
Annual Base Salary	\$100,500	\$122,160
2% Deferred Comp	\$2,010	\$2,443
Vacation Cash Out - 8 days annually	\$3,092	\$3,759
Cafeteria	\$24,023	\$24,023
Total	\$129,625	\$152,385

- ◆ 1937 Act plan with reciprocity with CalPERS
- ◆ 125 Flex Benefits Plan
- ◆ 12 days of sick leave annually with unlimited accumulation
- ◆ 15 days of vacation leave a year (20 days after 10 years. 23 days after 20 years)
- ◆ 14 paid holidays per year

RECRUITMENT INCENTIVES**

- ◆ Reimbursement of qualifying moving expenses up to \$2,000
- ◆ Vacation accrual rate consistent with candidate's total years of public service
- ◆ Sick leave credit up to 160 hours of unreimbursed sick leave from prior employer

**Recruitment Incentives may be available. Incentives must first be approved by the San Joaquin County Administrator.

DESIRABLE QUALIFICATIONS

Depending upon the nature of the bureau assignment, the specific desirable qualifications may vary.

Education: Graduation from an accredited college or university with a master's degree in public or business administration, social work, or a closely-related field.

Experience: Five years of managerial experience in a public social service agency organization or program, including two years in a large-scale or highly specialized operation or program.

REQUIRED QUALIFICATIONS

License: Possession of a valid California driver's license.

APPLICATION AND SELECTION

Completed application package including the supplemental application must be submitted to the Human Resources Division by the final filing date:

March 6, 2015

Apply Online Today: www.sjgov.org/hr

or

submit your application, supplemental and resume to:

San Joaquin County Human Resources
Attn: Lori M. Freitas
44 N. San Joaquin Street Suite 330
Stockton, CA 95202
Tel: 209.468.3273
Fax: 209.468.0508

If warranted by the number of applicants, applications may be reviewed by a screening panel. If utilized, the screening panel will select those most qualified to be considered for participation in selection processes.

A background investigation will be required for all final candidates. Final appointment will be conditional upon passing a drug screening test as well as DOJ Live Scan fingerprinting.



Deputy Director of HSA Employment & Youth Services

SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately, limit-one page per question. This is an important part of your application package that will allow us to thoroughly assess and evaluate your qualifications for the position of Deputy Director of Human Services Agency.

1. Do you possess a master's degree from an accredited four-year college or university preferably with a degree in social work, public or business administration or closely-related field?

If yes, please provide information below:

Name of College/University: _____

Degree/Major Obtained: _____

2. This position will oversee the Employment & Youth Services division. Provide a **detailed description** of your management experience in the following areas. Include your employer's name, position title and dates of employment

- ◆ CalWORKs Employment Services
- ◆ Contracts Management
- ◆ First 5
- ◆ Head Start
- ◆ Children's Shelter

Social Services Management

3. Describe your management and/or administrative experience with social service agencies or programs. Provide specific examples of the programs you led and what accomplishments you made as an administrator of those programs.
4. Describe your experience presenting information, both orally and in writing, to Boards and Commissions.

Policy & Strategic Planning

5. Describe your experience in developing and implementing policies within a social services organization. Explain the concept and strategic philosophy you have used when determining such policies and how they have impacted the organization.
6. Describe your experience analyzing current and potential legislation, including your experience working with representatives from local and state agencies as well as lawmakers in State and Federal government.

Financial and Budgetary Experience

7. Describe your experience in obtaining, coordinating and managing various budgetary funding accounts. Be specific on what role you played in the budgetary process, including any outside funding sources you have obtained for social services agencies.