

COUNTY OF YOLO  
INVITES APPLICATIONS FOR  
**Chief Probation Officer**



**County of Yolo**  
*Making a difference by enhancing the quality of life in our community*

# The County of Yolo

Yolo County, California, with a population of just over 215,000, is a naturally beautiful and richly diverse county. It is one of the leading agricultural producers in the nation with 661,000 acres that are used primarily for farming and ranching. The Capay Valley is one of the leaders in the nation for organic farming.

While agriculture is Yolo County's primary industry, nearly 85% of the County's population lives in the four cities of Davis, West Sacramento, Woodland, and Winters. It is an increasingly diverse county with 22% of the population born outside the United States.

An abundance of academic and cultural resources are located within the County, such as the University of California, Davis with 35,000 acres and the Mondavi Center for the Performing Arts, a world-class performance center and concert hall.

Recreational activities include whitewater rafting and kayaking along Cache Creek, bicycling on scenic country roads and bike paths, and fishing and water-skiing along the Sacramento River. The Sacramento Rivercats baseball team is located in West Sacramento and the nearby Golden One Center is home to the Sacramento Kings basketball team.

The County seat is located in Woodland, which is just 20 miles northwest of the State Capitol of Sacramento. Its proximity to the Sacramento International Airport and two major highways places Yolo County within a major transportation hub, as well as within two hours driving distance to the San Francisco Bay Area, Napa-Sonoma wine region, and the pristine mountains and ski resorts of Lake Tahoe and the Sierra Nevada.

Yolo County is committed to the preservation of open space, habitat and historical resources including water and agricultural resources. Complementing County efforts to preserve its farming and open space heritage, the County is keeping natural resources conservation high on its priority list. Yolo County aims to safeguard agriculture and open space, while creating more nature preserves and educational opportunities.

Yolo County is one of California's original counties and operates under General Law. The County is governed by an elected Board of Supervisors consisting of five members. The County is organized into functional areas such as: General Government (which includes the Library and the County Archives and Records Center); Law and Justice Services; Health and Human Services; and Community Services.

## YOLO COUNTY CORE VALUES

- Service
- Performance
- Integrity
- Responsibility
- Innovation
- Teamwork



# The Position

The Chief Probation Officer serves as the chief executive for the Probation Department. The candidate selected for this position will be responsible for planning, organizing, and directing all juvenile and adult probation operations, programs, and activities of the Yolo County Probation Department which includes investigations, supervision, administration, and special programs. This incumbent will also oversee Probation Department activities and functions with other County Departments, government agencies, justice partners, and organizations as well as to formulate departmental policies and regulations concerning activities of the Probation Department. Conceptually, the Chief Probation Officer supports Yolo County's Mission Statement, County Values, and enhances department services to the community through the following goals:

- Crime prevention through supervision and management of probationers;
- Advancing the latest strategies in probation and parole to enhance the safety of the community;
- Pursue and support community corrections as a valid, less-costly and more effective alternative to incarceration;
- Education by creating a technologically enabled and empowered department work force;
- Leadership by guiding the Probation Department into the citizen service oriented technological future;
- Guiding the department to meet its vision and goals;
- Partnering by actively pursuing alliances to optimize services and resources;
- Visioning by challenging the department's boundaries through creative thinking;
- Participates in County-wide total quality management projects.

## **CANDIDATE QUALIFICATIONS**

**Education:** Graduation from a four year college or university.

AND

**Experience:** Seven years of increasingly responsible probation or parole experience, of which three years must have been in a management or supervisory capacity in a criminal justice agency.

**Certificates:** Board of Corrections Certificates for Deputy Probation Officer, Supervisor and Manager Core Training, and evidence of continued compliance with annual training requirements.

## **Probation Department Mission:**

***To provide public safety and foster behavioral change.***

# The Ideal Candidate

The ideal candidate for the Chief Probation Officer position will be a seasoned Probation professional who has significant experience with both juvenile and adult probation programs, an advanced degree, and management experience that has prepared them to be successful in this important role. The responsibilities of this position will require the incumbent to continuously represent the department to the Yolo County community, Board of Supervisors, court system, executive county leadership, and other external justice partners. It is imperative that the selected candidate possess the political acumen, expertise, and communication skills to effectively represent the department. The selected individual will also demonstrate integrity, fortitude, and professional confidence,

The new Chief Probation Officer will make it a priority to get to know his/her staff, rely on staff for the expertise that each individual contributes to the department, communicate with all staff on a regular basis, lead the team in a transparent manner, advocate for staff whenever necessary, and ensure that the team continues to move the Probation Department forward as a model of excellence. It is also expected that the Chief will have experience demonstrating accessibility, and their consistent efforts to be highly visible to all staff will be important to building and nurturing a successful and cohesive department.

The County is seeking a strong, strategic leader who is a consistent example of professionalism and integrity that is committed to being progressive and well-versed in current legislation and best practices within the profession. As this Chief moves towards the implementation of their vision for the department, it will be important for this person to be able to find the balance between the structure and practices that are already serving the department and the community well and the vision for how the department can continue to successfully develop as an agency that is innovative, well respected by their justice agency partners, and trusted by the community to provide public safety.

# The Compensation Package

The County of Yolo offers a competitive total compensation package. The current annual salary range for this position is \$149,311 - \$181,498 annually. In addition, the benefits provided by the County include the following:

**Retirement:** CalPERS 3% @ 50 for Classic Safety Members; employees contribute 9% of salary toward retirement. (New Safety Members: 2.7% @ 57; employees currently contribute 11.25% of salary toward retirement.) The County participates in Social Security and Medicare programs.

**Health Benefits:** Employees currently receive a benefit package of \$25,454 annually to purchase health, dental, and vision insurance; remaining balance paid to the employee as taxable earnings. The County requires all employees to enroll in both the dental and vision plan.

**Auto Allowance:** \$570 per month

**Life Insurance:** The County provides a \$50,000 Life and AD&D Policy

**Deferred Compensation:** The County provides a \$500 match each calendar year when a Department Head defers \$500

**Sick Leave:** 8 hours per month

**Vacation Leave:** 80 hours per fiscal year; 104 hours after 5 years of employment

**Administrative Leave:** 80 hours per fiscal year

**Floating Holidays:** 32 hours per fiscal year

**Holidays:** 10.5 holidays per year

**County Disability Insurance:** Eligible for short-term disability benefit at 85% of salary

**Employee Assistance Program:** Confidential counseling program with up to 6 visits per incident

## How to Apply

**The deadline to apply for this position is Friday, December 7th, 2018.**

To apply for this exciting career opportunity, please submit a letter of interest and detailed resume to:

Jenny Brown, Senior Personnel Analyst  
County of Yolo Human Resources  
Court Street, Room 101  
Woodland, CA 95695

OR

Send via email to [jenny.brown@yolocounty.org](mailto:jenny.brown@yolocounty.org)

Candidates with the most relevant qualifications will be contacted for additional discussion and screening. Candidate interviews are tentatively scheduled for January 2019.

