

# County of Yolo

INVITES APPLICATIONS FOR

## Deputy Branch Director

(Health and Human Services Deputy Branch Director- Child, Youth and Family)

*\$126,532 to \$153,800 annually plus an excellent benefits package*

### THE COUNTY

Located in the rich agricultural regions of California's Central Valley and the Sacramento River Delta, Yolo County is bordered by the counties of Sacramento, Solano, Napa, Lake, Colusa, and Sutter. The County of Yolo is one of California's original 27 counties and operates under General Law. The County is governed by an elected five-member Board of Supervisors who serve four-year terms.

The County is organized into functional areas including General Government, Health and Human Services, Law and Justice Services, and Planning and Public Works. The adopted County budget for 2021-2022 is approximately \$782.6 million and allocated staff of approximately 1,600.

Yolo County is home to approximately 221,705 people. Nearly 86% of the population lives in the County's four cities: Davis, West Sacramento, Winters and Woodland. Sacramento, the State Capitol, is located 20 miles southeast of Woodland. Traditionally, farming and ranching activities have played an important role in making Yolo County one of the leading agricultural producers in the nation.

There are excellent leisure-time and cultural opportunities in Yolo County and nearby Sacramento. The Woodland Opera House and Mondavi Center for the Performing Arts host a variety of high quality events. For outdoor activities, there is whitewater rafting along Cache Creek, bicycling on scenic country roads, and fishing and water-skiing along the Sacramento River. West Sacramento is home to the Sacramento River Cats, a AAA professional baseball team, and there are numerous locally organized sporting activities for all ages.

The County is home to the University of California, Davis with its 3,600-acre campus and a student population of more than 25,000. Other County education institutions include Woodland Community College and several excellent public school districts.



### THE AGENCY

The Health and Human Services Agency (Agency) was formed on July 1, 2015, and encompasses the departments formerly known as Employment & Social Services, and Health Services (Public Health and Alcohol, Drug, and Mental Health). The Health and Human Services Agency has approximately 700 employees and a complex operating budget of approximately \$282.7 Million in fiscal year 2020/2021.

The Agency has several branches (Adult & Aging, Child, Youth, & Family, Community Health, Service Centers, and Fiscal & Administration), each of which provides a myriad of services to County residents, including:

- Adult Protective Services
- Child Welfare Services
- Communicable Disease Prevention and Control
- Emergency Medical Services
- Emergency Preparedness and Response
- Employment Services
- Health Education
- Immunizations
- In Home Supportive Services
- Public Assistance Programs
- Public Guardian
- Public Health Nursing Services
- Mental Health Services
- Substance Abuse Services

# THE CHILD, YOUTH AND FAMILY BRANCH

The purpose of the Child, Youth and Family Branch is to improve outcomes for the most vulnerable children, youth and families through cross-system collaboration and promote safety, permanency and well-being. The branch is responsible for the following services: Child Welfare Services, Children’s Medical Services, and Children’s Mental Health Services.

## THE POSITION

The Deputy Branch Director, Health and Human Services is a second-level, at-will management class that reports directly to the Branch Director of the Child, Youth and Family branch. The selected incumbent will assist the Branch Director with the programmatic functions of the Child, Youth and Family Branch with primary responsibility for Children’s Mental Health, Continuous Quality Improvement and contract management.

The incumbent will exercise direct and indirect supervision over management and supervisory staff. The Deputy Branch Director, Health and Human Services is distinguished from lower level management classes, which are responsible for a major program area or a specialty functional area within a branch.

Essential functions of the position include:

- Assists in the management, planning, and evaluation of multi-disciplinary teams responsible for Continuous Quality Improvement , Children’s Mental Health and contract management.
- Directly or through subordinate management and/or supervisory staff selects, trains, motivates, and evaluates assigned personnel; works with employees to correct deficiencies; implements discipline and termination procedures.
- Develops and implements goals, objectives, policies, procedures and performance standards for all assigned programs in the Child, Youth and Family Branch to enhance Agency’s services and operations to align with Federal and State regulations and best practice designed to improve client outcomes of safety, permanency and wellbeing.
- Collaborates with executive management, peers, other county departments, outside agencies, a variety of public and private groups and community organizations on matters related to assigned branch functions; serve as staff on boards, commissions, and committees.
- Identifies opportunities for improving service delivery methods and procedures; identified resources needs; obtains approval for improvements as needed/required; implements improvements.
- Monitors State and Federal regulations and legislative activities pertaining to Child Welfare to a variety of audiences on issues related to assigned program branch.



## YOLO COUNTY HEALTH AND HUMAN SERVICES AGENCY

**Vision:** Yolo County residents are safe, healthy, productive and economically secure.

**Mission:** In partnership with the community, promote health and human services that meet the evolving needs of Yolo County residents.

**Values:**

<b>Collaborative</b>	<i>Promotes teamwork and partnership</i>
<b>Accountable</b>	<i>Is transparent, efficient and effective</i>
<b>Respectful</b>	<i>Demonstrates integrity and trust</i>
<b>Equitable</b>	<i>Honors diversity and promotes equality</i>
<b>Strategic</b>	<i>Forward thinking and innovative</i>



# CANDIDATE BACKGROUND AND CREDENTIALS

**Education:** A Master's Degree from an accredited college or university in social work, psychology, counseling, or marriage and family counseling OR a Master's degree in another subject area which meets the following criteria: is from a two year program in an accredited school; requires a minimum of 45 units; has a two-semester field placement dealing with marriage, family and child issues and supervised by an LCSW or higher; and required social work caseload management and on-going counseling. **AND**

**Experience:** Two (2) years of progressively responsible management experience in the delivery of health, mental health, and/or social services programs in the public sector.

**Note:** This position requires the possession of licensure as a Licensed Clinical Social Worker, Licensed Marriage and Family Therapist, Licensed Professional Clinical Counselor, or Licensed Clinical Psychologist.

## THE IDEAL CANDIDATE

In addition to the candidate qualifications, organizational "fit" and adaptability to the work environment will be critical aspects for success in this role.

The ideal candidate for this position is:

- a collaborative, experienced leader who reflects positive core values and operates with high levels of integrity, professionalism, and ethical behavior.
- experienced in Children's Mental Health, Continuous Quality Improvement, contract management, and Child Welfare Services.
- a skilled communicator and listener who can write effectively and verbally present in a concise and articulate manner to employees, peers, the Branch Director, Board of Supervisors, and other stakeholders across the County.
- politically astute and able to build and foster effective internal and external partnerships.
- trustworthy and empathetic, with a good sense of humor.
- detail oriented, organized, financially astute, and skilled in data analytics, while remaining cognizant of the vision and strategic goals of the Agency.
- comfortable with long range goal setting, managing change, performance measures and data informed decision making.

## HOW TO APPLY

If you are interested in this outstanding opportunity, please submit a **detailed resume, salary history, and letter of interest to:**

**Carrie Matthews, Associate Personnel Analyst**

**County of Yolo HHSA Human Resources**

**137 N. Cottonwood Street, Woodland, CA 95695**

**Phone (530) 661-2619**

**Carrie.matthews@yolocounty.org**

This recruitment will continue until the position has been filled. The first application screening for this position will occur on the week of December 5, 2021.

Should you have any questions with regard to your own interest, or a recommendation of a colleague, please contact us at the number above. Resumes received will be reviewed in accordance with the criteria outlined in this brochure and candidates with the most relevant qualifications will be contacted for an interview.

## COMPENSATION PACKAGE

The County of Yolo offers a competitive total compensation package. The current annual salary range for this position is \$126,532 to \$153,800 The salary placement will be made based on the qualifications of the selected candidate. In addition, an example of the benefits provided by the County include:

- **Retirement** - CalPERS 2.5% @ 55 for classic members; employees contribute 8% of salary toward retirement. (New members: 2% @ 62; employees currently contribute 6.25%) The County Participates in Social Security and Medicare programs
- **Health Benefits** - The County offers six health plans (6 HMO's and 3 PPO's). Employees currently receive a benefit package of \$23,687.04 annually to purchase health, dental, and vision insurance; remaining balance paid to the employee as taxable earnings
- **Life Insurance** - The County provides a \$25,000 Life and AD&D Policy
- **Sick Leave:** 8 hours per month
- **Vacation Leave:** 80 hours per year (1st year through 4th year); 104 hours after 5 years of employment
- **Administrative Leave:** 40 hours per year
- **Holidays:** 10 holidays per year; additional 44 hours each year for floating holidays
- **County Disability Insurance:** Eligible for short-term disability benefit

*For additional information, please visit [www.yolocounty.org](http://www.yolocounty.org)*

