

DIRECTOR OF COMMUNITY SERVICES



THE COUNTY

Yolo County, home to over 220,000 people, was one of the original 27 counties when California became a state in 1850. The majority of the County's population live within its four cities: Davis, West Sacramento, Winters, and Woodland. The state capitol, Sacramento, is located just 20 miles southeast of Woodland, and its proximity to the Sacramento International Airport, as well as two interstate highways, places Yolo County within a major transportation hub. Farming and ranching activities have also played an important role in making the County one of the leading agricultural producers in the nation.

The County offers excellent activities and cultural opportunities, including events at the Woodland Opera House and Mondavi Center for the Performing Arts. There are many outdoor adventures, including whitewater rafting along Cache Creek, bicycling on scenic country roads, and fishing and water-skiing along the Sacramento River. The City of West Sacramento is also home to the Sacramento River Cats, a AAA professional baseball team, and there are many locally organized sporting activities, including softball, basketball, soccer, and volleyball.

The County provides many educational opportunities, both public and private, from small, rural K-8 schools to the urban model of elementary and middle schools. High schools within the County have attained scholastic, athletic, and extra-curricular success and enjoy strong community support. In addition to the University of California at Davis, the County is home to the Woodland Community College and Cambridge Junior College, with California State University, Sacramento within easy commuting distance.

Yolo 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. With 6.9 employees per 1,000 residents, Yolo County provides services throughout the County playing three very different roles:

1. As a regional government, the County provides services, including elections, criminal prosecutions, and public health.
2. For the residents of the unincorporated areas, Yolo County provides all the municipal services a city would provide, including patrol services, trash collection, and road maintenance.
3. As a political subdivision of the State, the County provides state and federal services including child protective services, public assistance/self-sufficiency services, and mental health services.

The County is supported by a Recommended FY 2022-23 total county budget of approximately \$580.7 million and more than 1,814.4



full-time equivalent positions. The 2020-2025 Strategic Plan guides Yolo County and enables the organization to operate with a unified perspective. The County's adopted core values are service, performance, integrity, responsibility, innovation, and teamwork. The County has Strategic Plan Goals of having thriving residents, safe communities, a sustainable environment, flourishing agriculture, and a robust economy. For the next five years, the Yolo County Board of Supervisors will use the Plan to align goals and actions, set policies, and prioritize funding and resources.

THE DEPARTMENT OF COMMUNITY SERVICES

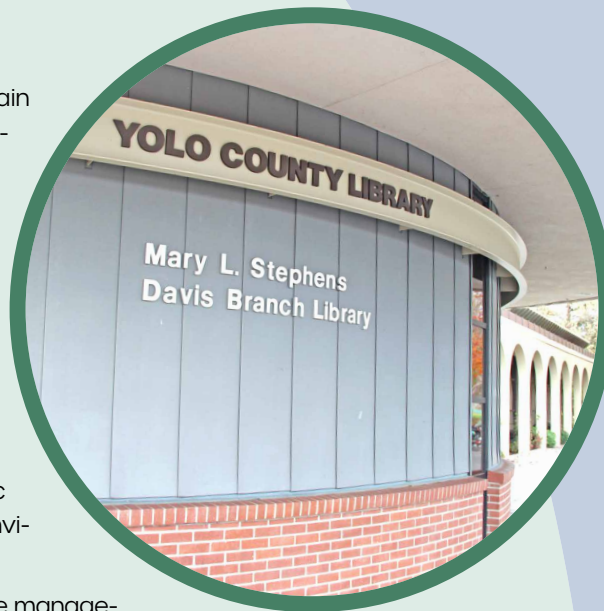
The mission of the Department of Community Services (DCS) is to "Preserve, enhance, and promote quality of life and public safety through the responsible development of reliable and sustainable infrastructure and services." To this end, the DCS endeavors to provide timely and responsive services that support healthy, safe, and sustainable communities. Services that fall within the scope of the DCS include:

- Building Services
- Cannabis
- Climate Action and Sustainability
- County Service Areas
- Environmental Health Division
- Integrated Waste Management Division
- Natural Resources
- Planning Division
- Public Works Division

The core functions and goals of the DCS are to:

- Protect the health and enhance the quality of life of residents by identifying, assessing, mitigating, and preventing environmental hazards.
- Maintain a safe, efficient, and fiscally manageable county road system.

- Protect agriculture, sustain environmental integrity, increase public safety, and enhance the development of distinctive communities, by ensuring the fair, open, and efficient implementation of the Yolo County General Plan.
- Utilize building code regulations and enforcement techniques to protect public health, property, and the environment.
- Provide comprehensive waste management services to the community while optimally balancing the challenges of regulatory compliance, environmental protection, waste reduction, recycling, energy recovery, and cost effectiveness.
- Exercise the highest standards of financial stewardship and accountability, ensuring financial integrity of the Department.



THE POSITION

Under general direction from the Board of Supervisors and the County Administrator, the Director of Community Services is responsible for planning, organizing, administering, evaluating, and enforcing federal, state, and local laws and policies pertaining to environment health; cannabis regulation and enforcement; floodplain administration; County Service Areas; building construction and safety; zoning code enforcement; engineering and surveying for road construction and maintenance; fleet services; land use planning and regulations; natural resources; and, integrated waste management. This position also oversees financial management, including developing and implementing capital and operating budgets, fiscal strategies, and annual budgets. They also monitor revenue and expenditures and develop resources, including personnel.

The Director of Community Services is responsible for approval and administration of a variety of contracts for outside services. This position also participates in and attends meetings of various committees, boards, and community interest groups. The new Director will advise the Board of Supervisors, County Administrative Officer, and appointed boards and commissions on short- and long-range goals, objectives, and accomplishments. Other responsibilities include consulting and coordinating with appropriate local agencies, cities, counties, state, and federal officials and professionals on issues relevant to departmental concerns and developing/maintaining constructive working relationships with tribal, federal, state, and local officials. The Director is also responsible for selecting, training, and supervising professional and clerical staff within the Community Services Department. The Director is expected to evaluate and lead the staff in alignment with the Department and County goals.



THE IDEAL CANDIDATE

The County of Yolo is seeking an innovative, forward thinking, and politically astute executive leader to become the new Director of Community Services. The ideal candidate is an articulate and effective communicator who is committed to customer service, and strategic with a proactive perspective. They also engage in staff development within the Department and build and leverage talent. A friendly, collaborative, and approachable Director is sought. Candidates who bring knowledge in road/bridge building, design, construction maintenance and funding streams will be successful. Furthermore, those with knowledge in the principles and practices of land use planning, zoning and development, and General Plan philosophies will be most competitive.

The new Director is a personable leader who enjoys working with the public, community, and stakeholders. Excellent communication skills, both orally and in writing, and professionalism in making presentations is essential. The successful candidate has the ability to interpret, apply, and explain applicable laws, codes, ordinances, policies, procedures, and regulations. The County of Yolo is looking for someone who demonstrates tact, patience, and understands the problems of consumers. Organizational skills and an understanding of departmental and program budgets are essential. The ideal candidate also has the ability to interface with the Board of Directors, committees, commissions, and staff, and can prepare concise and accurate reports. The new Director is ethical, acts with integrity and has the ability to perform their role effectively under fluctuating conditions.

Qualified candidates possess any combination of experience and education equivalent to graduation from an accredited college or university in a relevant field (graduate or advanced degree is desirable), and substantial leadership and management experience in a public works, land use planning, natural resources, environmental health, integrated waste management, or similar field, that reflect attainment of the required knowledge and abilities listed above. The ideal candidate will have progressively responsible experience at the executive management level, preferably in the public sector.

BENEFITS AND COMPENSATION

The annual salary range for the Director of Community Services position is \$173,396 - \$210,764, depending upon experience and qualifications. The County of Yolo also offers an attractive benefits package including the following:

Retirement - CalPERS 2.5% @ 55 for classic members; employees contribute 8% of salary toward retirement (New members: 2% @ 62; employees currently contribute 6.75% of salary toward retirement). Employees also pay 1% of the County's portion of the CalPERS retirement contribution. The County participates in Social Security and Medicare programs.

Health Benefits - The County offers ten health plans (8 HMO's and 2 PPO's). Each employee currently receives a benefit package of \$2,121.16 monthly to purchase health, dental, and vision insurance. The County requires all employees to enroll in both the dental and vision plans.

Auto Allowance - \$570 monthly

Life Insurance - The County provides a \$50,000 Life and AD&D policy

Deferred Compensation - The County provides a \$250 match each calendar year when a Department Head defers \$250

Sick Leave - 96 hours per fiscal year

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

Administrative Leave - 80 hours per fiscal year

Floating Holidays - 44 hours per fiscal year

Holidays - 10 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 six visits per incident per calendar year

TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

Filing Deadline:
March 5, 2023

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the County of Yolo. Candidates will be advised of the status of the recruitment following selection of the Director of Community Services position.

If you have any questions, please do not hesitate to call Gary Phillips at:

(916) 784-9080

