

COUNTY OF SAN DIEGO

THE NOBLEST MOTIVE IS THE PUBLIC GOOD



CHIEF, DEPARTMENTAL OPERATIONS PLANNING & DEVELOPMENT SERVICES

Two Openings:
Land Development Division
Project Planning Division

Starting Pay Range \$100,000 to \$117,000—Excellent Benefits Package

www.sandiegocounty.gov

CHIEF, DEPARTMENTAL OPERATIONS | COUNTY OF SAN DIEGO

PLANNING & DEVELOPMENT SERVICES (PDS) | LAND DEVELOPMENT/PROJECT PLANNING DIVISIONS

The County of San Diego is seeking dynamic, independent, and innovative leaders to fill two positions for Chief, Departmental Operations. These two unclassified management level positions are in Planning & Development Services, which is part the County's Land Use & Environment Group.

Under the administrative direction of PDS executive management, these unclassified management positions will be responsible for providing leadership and oversight over all functions and activities of the assigned division.

THE IDEAL CANDIDATES

The ideal candidates thrive and have demonstrated experience in program management in a fast-paced, high profile and demanding environment; depth and breadth of experience in the discretionary land development process; and practiced in strategic planning and design. Additionally, ideal candidates will be solution-oriented individuals, responsible for ensuring excellent customer service and working collaboratively with stakeholders and applicants.

The ideal candidates will also possess a professional history that demonstrates the following leadership competencies and attributes:

- ◆ A customer service-oriented management philosophy which transcends all levels of an organization.
- ◆ Organizational and political awareness of sensitive issues and understanding of multiple stakeholder needs to develop consensus on projects and programs, including working with boards and commissions, community planning or sponsor groups, industry groups, community organizations, agency officials, and the public.
- ◆ Strategic thinking and anticipation of future consequences and trends while applying knowledge appropriately.
- ◆ Ability to mentor, develop, and advocate for staff.
- ◆ Ability to convey information and ideas verbally and in writing in an open and articulate manner.

Ideal candidates will possess a bachelor's degree or higher in public administration, urban studies, urban design, planning, environmental science, or a related field, and at least five years of professional level planning experience in the public or private sector. Ideal candidates will also have at least two years of full supervisory or management level experience in a planning, land use, design or environmental field.

Please click [here](#) for additional information on the job classification for Chief, Departmental Operations.

MINIMUM QUALIFICATIONS

Qualifying candidates will possess a bachelor's degree from an accredited college or university, or certified equivalency for foreign studies, AND, five (5) years of experience that demonstrates the ability to perform the essential functions of the classification, which must include two years of management or supervision; OR, a combination of experience and/or education as stated above.

Note: A master's degree or higher degree may substitute for a total of one year. In order for education to substitute for work experience as indicated above, college level coursework must demonstrate progress toward a degree and may be substituted on a year-for-year basis.

COMPENSATION

The annual salary range upon appointment for these two positions will be \$100,000 to \$117,000.

To view the full salary range for this classification, click [here](#).

Placement within this range is dependent upon the qualifications of the successful candidate. Annual salary reviews are performance-based and goal-oriented.

BENEFITS

- Fifteen days of paid vacation, thirteen days of paid sick leave, and thirteen paid holidays.
- Medical, dental, and vision insurance plans.
- Disability Insurance, Life Insurance, and Accidental Death/Dismemberment Insurance.
- Flexible Management Benefit Package – a monthly credit may be used to select benefits from a group of options.
- Defined benefit retirement program.
- Reciprocity with other governmental retirement systems may be granted; for further information, the website for the San Diego County Employees Retirement Association can be accessed [here](#).
- May be eligible for relocation allowance.
- Deferred Compensation Program (457) and 401(a) plans.

PLANNING & DEVELOPMENT SERVICES (PDS)

Through operational excellence and attention to customer service, PDS strives to balance community, economic and environmental interests to ensure the highest quality of life for the public of San Diego County. PDS has six major divisions: Advance Planning, Building Services, Code Compliance, Land Development, Project Planning, and Support Services.

The Department has an annual budget of \$35 million and a total of 180 employees. For additional information on Planning & Development Services, please click [here](#).

LAND DEVELOPMENT DIVISION

The Land Development Division assists in the processing of discretionary permits through review of project engineering designs for safe and sustainable roadways, and by implementing drainage designs that prevent flooding and ensure water quality protection. In addition, staff provide review and support to applicants during the processing of grading and improvement plans for private and public roads and infrastructure. This division also ensures that project conditions that were identified during the discretionary phase are satisfied so the necessary infrastructure and mitigation measures are appropriately constructed.

PROJECT PLANNING DIVISION

The Project Planning Division manages the discretionary permit application process; the first phase of a three-phase process which includes, discretionary permit review, final engineering, and building permit. The division manages and applies land use policies and ordinances from the local, state, and federal level, in the review of privately initiated permit applications such as, Subdivision Maps, Conditional Use Permits, and Specific Plans. The division is also responsible for ensuring proposed development supports safe and livable communities. Applicants' requests for General Plan Amendments and Zoning changes are also under the division's purview.

THE COUNTY OF SAN DIEGO

The mission of the County of San Diego is to provide the residents of San Diego County with superior County services in terms of quality, timeliness, and value in order to improve the region's Quality of Life.

- The County covers 4,261 square miles, extending 75 miles along the Pacific Coast from Mexico to Orange County and inland 75 miles to Imperial County along the international border shared with Mexico.
- San Diego enjoys a wide variety of climate and terrain, from coastal plains and fertile inland valleys, to mountain ranges, forests, and the Anza-Borrego Desert. The average annual rainfall is only 10 inches.
- The County is governed by a five-member Board of Supervisors elected to four-year terms in district, non-partisan elections.
- There are 18 incorporated cities and a large number of unincorporated communities.
- County services are provided by five business groups, that are headed by General Managers, who report to the Chief Administrative Officer (CAO).
- The County has a budget of \$4.86 billion and provides services to the residents of the County through its nearly 16,000 employees in 42 different departments.

GENERAL MANAGEMENT SYSTEM

The County engages in a continuous cycle of planning, implementing, evaluating, and renewing the planning process. The County's comprehensive guide for managing this cyclic process is called the General Management System (GMS). For more information regarding GMS, please click [here](#). The successful candidate must have a general understanding of the General Management System.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

Applications may be accessed and submitted on-line. To apply, go to www.sdcounty.ca.gov, then link to jobs; or click [here](#).

In addition to completing the application, please submit an updated résumé indicating academic degrees held and dates conferred, employment history and positions held, dates of service, areas of experience, levels of responsibility, key duties performed, reporting structure, number of direct reports or staff, and salary information.

Applications and résumés will be initially screened for minimum qualifications. An evaluation board will convene to review submittals and identify top competitors to be considered for further evaluation.

Although there is no closing date for this recruitment, the first group of resumes will be reviewed on Monday, August 24, 2015.

SPECIAL NOTES

Persons serving in positions in the Unclassified Service do not accrue tenure and serve at the pleasure of the appointing authority. The provisions of this job announcement may be modified or revoked and do not constitute an expressed or implied contract. Qualified women, minorities, and persons with disabilities are encouraged to apply. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

NOTES

The County of San Diego and its employees embrace the Live Well San Diego vision: A region that is Building Better Health, Living Safely and Thriving. Click [here](#) for more information or go to www.livewellsd.org.



Under California Government Code Sections 3100 - 3109, public employees are designated as **disaster service workers**. The term "public employees" includes all persons employed by the state or any *county*, city, state agency, or public district. Disaster service workers are required to participate in such disaster service activities as may be assigned to them by their employer or by law.

CONTACT INFORMATION

You may direct any questions regarding the application and selection process to Aaron Morgan, Senior Human Resources Analyst, Department of Human Resources, Aaron.Morgan@sdcounty.ca.gov. For questions regarding the position, please contact Patricia Cabello, Sr. Departmental Human Resources Officer, Planning & Development Services, Patricia.Cabello@sdcounty.ca.gov.

