

COUNTY OF SAN DIEGO

THE NOBLEST MOTIVE IS THE PUBLIC GOOD



PLANNING & DEVELOPMENT SERVICES

Chief, Code Compliance Division

(Official Classification Title: CHIEF, DEPARTMENTAL OPERATIONS)

Anticipated Hiring Range \$100,000 to \$117,000

Excellent Benefits Package

www.sandiegocounty.gov

CHIEF, DEPARTMENTAL OPERATIONS | COUNTY OF SAN DIEGO

PLANNING & DEVELOPMENT SERVICES | CODE COMPLIANCE DIVISION

The County of San Diego is seeking a dynamic, independent, and innovative leader to fill a Chief position for the Code Compliance Division. This unclassified management level position is in Planning & Development Services (PDS), which is part the County's Land Use & Environment Group. Under the administrative direction of PDS executive management, this unclassified management position will be responsible for providing leadership and oversight over all functions and activities of the assigned division.

THE IDEAL CANDIDATE

The ideal candidate thrives in a fast-paced, high profile, and demanding environment; has depth and breadth of experience in land development, design, engineering, and planning professions; and is highly skilled in the discipline of strategic planning, project management, and outcome-based performance management. Additionally, the ideal candidate will be a solution-oriented individual responsible for ensuring excellent customer service and working collaboratively with stakeholders.

The ideal candidate 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.

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.

Desirable Qualifications: A bachelor's degree or higher in public administration, urban studies, urban design, planning, environmental science, architecture, engineering, law, or a related field, and at least five years of professional level planning experience in the public or private sector is highly desirable. 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.

COMPENSATION

The anticipated hiring range upon appointment for this position 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 System can be accessed [here](#)
- May be eligible for relocation allowance.
- Deferred Compensation Program (457) and 401(a) plans.

PLANNING & DEVELOPMENT SERVICES

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.

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

CODE COMPLIANCE DIVISION

The Code Compliance Division is responsible for investigating and responding to community concerns to support, foster, and help neighborhoods and communities maintain healthy, safe, and clean living environments for the citizens of the county. Key components in the division's methodology for improving the community include encouraging neighborhood and community involvement through meetings, workshops, and working collaboratively with a wide range of governmental and non-governmental groups. The division also focuses on providing education and referrals to assist property owners toward the common goal of a better community. Code Compliance takes a collaborative approach to gain voluntary compliance whenever possible. In the event of non-compliance, the division has a wide array of tools available to gain compliance.

Areas of responsibility include using data to strategically prioritize neighborhood and community improvement programs; identifying emerging problems before they become more serious; ensuring compliance with zoning laws; and addressing the following community concerns: building and grading without permits, substandard and dangerous structures, signage, storage of solid waste, abandoned, inoperable, and junk vehicles, and noise and graffiti violations. The leadership within Code Compliance will utilize case and project management strategies to manage multidisciplinary teams of technical experts to streamline processes and develop regulatory changes to best serve the community.



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 \$5.41 billion and provides services to the residents of the County through its 17,000 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). By communicating and adhering to this business model, the County of San Diego is able to maintain an organizational culture that values transparency, accountability, innovation, and fiscal discipline which provides focused, meaningful public services.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

Résumés may be submitted on-line at www.sdcounty.ca.gov, select the link for jobs.

Résumés should include academic degrees held and dates conferred, employment history and positions held, dates of service, areas of experience, levels of responsibility, reporting structure, key duties performed, and number of direct reports or staff. An evaluation board will convene to review submittals and identify top competitors to be considered for further evaluation.

The closing date for this recruitment will be Monday, July 4, 2016, at 11:59 p.m.

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 Brandy Winterbottom-Whitney, Deputy Director, Human Resources, at Brandy.Winterbottom-Whitney@sdcounty.ca.gov or 858-505-6324. Questions about the position or department should be directed to Patricia Cabello, Senior Departmental Human Resources Officer, Planning & Development Services, Patricia.Cabello@sdcounty.ca.gov.

County of San Diego, Department of Human Resources
5530 Overland Ave, Suite 210, San Diego, CA 92123

