

# COUNTY OF SAN DIEGO

THE NOBLEST MOTIVE IS THE PUBLIC GOOD



DEPUTY DIRECTOR  
DEPARTMENT OF CHILD SUPPORT SERVICES  
Promotional Opportunity  
Anticipated Hiring Range \$100,000—\$110,000  
Excellent Benefits Package

# DEPUTY DIRECTOR | COUNTY OF SAN DIEGO

## DEPARTMENT OF CHILD SUPPORT SERVICES

The County of San Diego invites résumés from qualified individuals for Deputy Director, Child Support Services. The Deputy Director serves in an executive management classification and reports directly to the Assistant Director and will be responsible for managing operational activities for the Department of Child Support Services (DCSS), including oversight of the Bureau of Public Assistance Investigations Unit. The incumbent will direct and coordinate multi-disciplinary professional staff in carrying out a variety of Department programs that involve oversight of operational functions. The incumbent will be responsible for setting department goals, aligning program activities with department initiatives and creating opportunities for functional threading while ensuring departmental activities conform with Federal, State and local laws and regulations.

## THE IDEAL CANDIDATE

The ideal candidate will be a dynamic and visionary leader who values collaboration and thrives in an environment of multiple stakeholder priorities. His or her professional history will demonstrate the following leadership competencies, attributes, and experience:

- A customer service-oriented management philosophy that builds and supports mutually beneficial relationships with other County departments, outside organizations and community stakeholders
- Strategic thinking and anticipation of future challenges and trends while applying knowledge appropriately
- Stimulates and actively initiates change in the organization
- Ability to mentor, develop, and advocate for staff
- Can negotiate well; settle differences and maintain relationships
- Effectively manages conflict
- Possesses strong technical and interpersonal skills

For additional information please review the job classification for [Deputy Director, Child Support Services](#).

## MINIMUM QUALIFICATIONS

Qualifying candidates will possess a bachelor's degree from an accredited U.S. college or university, or a foreign studies equivalency AND, five (5) years of experience that demonstrates the ability to perform the essential functions of the classification. Experience must include three (3) years of management level experience and at least one year of supervision. A combination of experience and/or education may also qualify candidates.

Notes: A master's degree or higher degree may substitute for a total of one year of experience and cannot be applied to the required one year of supervision. 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 anticipated hiring salary upon appointment for this position will be \$100,000 to \$110,000. Placement within this range is dependent upon the qualifications of the successful candidate. Please view the [full salary range](#) for this classification.

## 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, please review the [San Diego County Employees Retirement Association](#) website.
- Deferred Compensation Program (457) and 401(a) plans.

## DEPARTMENT OF CHILD SUPPORT SERVICES

Department of Child Support Services mission is to enhance the lives and well-being of children and promote family self sufficiency by establishing and enforcing child support orders. DCSS is the local agency responsible for administering the Federal and State Title IV-D child support program. Federal and State law governs the department with oversight by the California Department of Child Support Services. DCSS collaborates with custodial and non-custodial parents, courts, governmental agencies, and community resources to support the long-term well-being of our customers' children. DCSS encourages self sufficiency and provides resources and options through the life of the case.

DCSS' Fiscal Year 2015-16 operating budget was \$52.8 million and consisted of 466 full time employees.

The National Association of Counties (NACo) recognized DCSS with five achievement awards over the last three years for outstanding programs and services.

Services include:

- Establish paternity
- Establish child and medical support orders
- Enforce/modify child and medical support orders
- Collect and distribute child and spousal support payments

For more information, please review the [Department of Child Support Services](#)



## 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 \$5.40 billion and provides services to the residents of the County through its nearly 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](http://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 applications and résumé submittal is Sunday, July 10, 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. For more information visit [www.livewellsd.org](http://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 of Human Resources at [Brandy.winterbottom-whitney@sdcounty.ca.gov](mailto:Brandy.winterbottom-whitney@sdcounty.ca.gov) or 858-505-6324. For questions regarding the position, please contact Rosanna Alvarado-Martin, Departmental Human Resources Officer, [Rosanna.alvarado-martin@sdcounty.ca.gov](mailto:Rosanna.alvarado-martin@sdcounty.ca.gov) or 619-578-6650.

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