

COUNTY OF SAN DIEGO

THE NOBLEST MOTIVE IS THE PUBLIC GOOD



Executive Director, First 5 Commission
FIRST 5 SAN DIEGO

HEALTH & HUMAN SERVICES AGENCY
Anticipated Hiring Range \$150,000 to \$159,000
Excellent Benefits Package

www.sandiegocounty.gov

EXECUTIVE DIRECTOR, FIRST 5 COMMISSION | COUNTY OF SAN DIEGO

The Health & Human Services Agency (HHSA) of the County of San Diego is seeking online applications and résumés from highly qualified individuals to serve as Executive Director, First 5 Commission. San Diego First 5 is under the umbrella of the County of San Diego Health & Human Services Agency (HHSA). HHSA is one of five groups of the San Diego County government and is committed to advancing the County's vision of *Live Well San Diego*, a region that is Building Better Health, Living Safely and Thriving. Based upon a foundation of community engagement, involvement, *Live Well San Diego* seeks population health wellness through community engagement and collective impact.

For more information, visit [Live Well San Diego](#).

Under the administrative direction of the Deputy Chief Administrative Officer/Director-HHSA, and the chair of the First 5 Commission, this executive management position will lead and direct the planning and operations of the San Diego County First 5 Commission in accordance with California statute, County administrative codes, and San Diego County First 5 governance.

THE IDEAL CANDIDATE

HHSA is seeking a dynamic and innovative leader to develop and execute the activities of the San Diego First 5 Commission. A well qualified candidate will be able to excel in a highly political environment at the local, state and federal levels. He/she will be adept at building consensus among multiple stakeholders, and have the ability to work with a high degree of independence.

The ideal candidate for this position will possess a bachelor's degree or higher; and five years of management level experience that demonstrates the ability to perform complex policy analysis, implementation and evaluation for a large agency or organization, which includes one year of supervision at a management level. The ideal candidate will also possess a professional history that demonstrates the following experience & leadership competencies:

- Stimulates and actively initiates change in organization
- Commits self and others to improve performance and reach challenging goals
- Consensus builder
- Mentors and coaches managers, peers, and leaders
- Carefully considers implications and impact of decisions across time and on others
- Demonstrates an understanding of multiple stakeholder needs
- Builds and supports mutually beneficial relationships with other organizations, associations, and community contacts
- Maintains a global perspective in all activities, decisions

MINIMUM QUALIFICATIONS

A bachelor's degree from an accredited U.S. college or university or a certified foreign studies equivalency AND five years of management level experience that demonstrates the ability to perform the essential functions of the classification. Experience must include at least one year of supervision.

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.

COMPENSATION

The annual salary range upon appointment for this position will be \$150,000 to \$159,000. 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](#) website.
- Deferred Compensation Program (457) and 401(a) plans
- May be approved for relocation allowance

FIRST 5 SAN DIEGO

First 5 San Diego promotes the health and well-being of young children during their most critical years of development, from the prenatal stage through five years of age. Their goal is to help ensure that every child in San Diego County enters school ready to succeed. First 5 San Diego provides San Diego's youngest children with healthy development screenings, dental care, high-quality preschool, and parenting workshops.

First 5 San Diego programs and services are funded through San Diego County's portion of the [State Proposition 10](#) tax revenues. Programs and services are funded based on local needs and priorities and fit within the First 5 Commission's goals.

The Executive Director will be tasked with:

- Planning, organizing, directing and evaluating the overall activities of department
- Developing and recommending policies and procedures for Countywide programs that protect children and youth
- Acting as a liaison between the First 5 Commission, County departments and outside agencies
- Monitoring legislative activities and changes in laws and regulations that includes assessing their impact on program activities
- Oversee and participate in the development of the Commission's budget

For more information about First 5 San Diego, visit their website at first5sandiego.org.



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 \$5.4 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). 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

Résumés may be submitted online at www.sandiegocounty.gov/hr; 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 first review date of résumés will be August 29, 2016.

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.

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.

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 Susan Rumley, Senior Human Resources Analyst at Susan.Rumley@sdcounty.ca.gov or 858-505-6575. Questions about the position or department should be directed to Kimberly Evers, Group Human Resources Director for the Health and Human Services Agency at Kimberly.Evers@sdcounty.ca.gov or 619-515-6546.

Class #002220

8/15/16

