



The County of San Diego
invites your interest in the position of:

Director
(Executive Management)

in the

Department of Planning and
Development Services



PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

The Board of Supervisors recently approved a comprehensive initiative to improve land development services and one outcome has been the reorganization of departments and functions involved in the land development process into a brand new department called Planning and Development Services, with a new culture, a more customer-focused mission and a new level of accountability. Consolidating functions in a single department will make the entire process more seamless and reduce frustration over time spent by both customers and staff on inefficiencies. To capitalize on this opportunity, the County is conducting an open recruitment for the three top leadership positions in the new department, including the position of Director.

The department will function as the planning and development services agency for the unincorporated area formulating community plans and coordinating land use considerations as follows: processing of zoning permit and subdivision applications; assuring compliance with California Environmental Quality Act; developing the County's habitat conservation program; preparing and reviewing long-range plans, policies and programs that promote land use policy established by the Board of Supervisors; maintaining a comprehensive County-wide General Plan in addition to Zoning and Subdivision Ordinances; issuing construction permits for individual developments that implement all the regulations and conditions placed on the property; and maintaining an enforcement program and issuing citations for violations of the land use and construction regulations.

The Department of Planning and Development Services will have an operating budget of approximately \$28 million and 160+ staff.

THE POSITION

An outstanding opportunity is available for a highly seasoned and respected professional to lead the activities of the Department of Planning and Development Services. This position will maintain or enhance the quality of life in the County of San Diego by directing the preparation and implementation of County-wide land use policies and public decisions; assisting the Board of Supervisors, Planning Commission and other planning/zoning boards in reaching decisions on land use matters; and performing related work. The position will also plan, organize, direct, and evaluate the overall activities of staff involved in the preparation and implementation of land use policies and public decisions; prepare annual budget and monitor revenues and expenditures; and implement recommendations from a major re-organization of the land development process and the related creation of a new department. The Director is an executive management position that reports to the Deputy Chief Administrative Officer for the Land Use and Environment Group (LUEG) and supervises the Assistant Director, Deputy Director, Chief of Administration and an Administrative Secretary.

THE CHALLENGE

Success for the right individual will involve balancing layers of federal, state, regional and local regulations along with the needs of multiple agencies and a myriad group of applicants and customers engaged in the process, all the while accommodating the desire for sustainable development; preserving the environment and ensuring adequacy of public safety services and infrastructure. The individual will be responsible for:

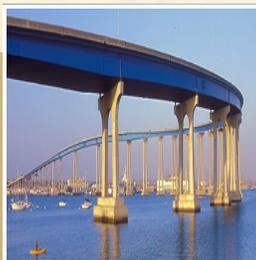
- Building a brand new customer-centric, award-winning department from the ground up
- Streamlining the land development process
- Promoting team building, professional development, and training
- Ensuring the health and safety of residents by developing, maintaining and enforcing strong policies, ordinances and building codes
- Reporting on a regular basis to the Board and community on specific progress that is being made to improve customer service
- Updating policies and ordinances governing the land development process

IDEAL CANDIDATE

The ideal candidate will be a visionary with a demonstrated track record of leadership; a strong customer-centric approach; the ability to negotiate, balance and sustain strong stakeholder relationships; in-depth knowledge of planning and development principles; and strong communication skills.

He or she will possess a professional history that demonstrates the following necessary leadership competencies and attributes:

- Strong, innovative and visionary leadership and management skills
- Change agent for improving planning and development services
- Demonstrated a successful management philosophy that is strongly customer-service oriented and which transcends all levels of an organization
- Able to manage a diverse group of employees through the use of excellent interpersonal skills



IDEAL CANDIDATE *continued*

- Organizational and political awareness of sensitive projects, programs and services that could involve competing interests of project applicants, community representatives, environmental advocates, developers and the public, all while operating under the auspices of an elected Board of Supervisors and Chief Administrative Officer
- Demonstrated history of working with a community to develop consensus on community projects and programs, including working with boards and commissions, developers, community organizations, agency officials and the public
- Considerable knowledge of and experience with principles and practices of planning, engineering, and development services management in California
- Proven track record for business process reengineering – achieving efficiencies and innovation while improving the delivery and quality of service
- Stimulates and actively initiates change in an organization
- Superior influence and persuasion skills
- Strategic thinker who anticipates future consequences and trends accurately while applying knowledge appropriately
- Able to convey information and ideas in an open and articulate manner
- Strong public speaking skills
- Ability to mentor and develop staff

EXPERIENCE AND EDUCATION

Education, training and/or experience that demonstrate possession of the knowledge, skills and abilities, described above is required. Candidates must possess a bachelor's degree from an accredited college or university in urban planning, urban studies, urban design, environmental studies, landscape architecture, engineering, or closely related field and have a minimum of five years recent professional, management level experience in a planning organization, directing and managing through subordinate managers and supervisors, long-range and current planning projects.

A master's degree in any of the fields listed above is highly desirable.

COMPENSATION

Anticipated hiring range is between \$144,000 to \$157,000, depending upon qualifications.



THE COUNTY OF SAN DIEGO

The mission of the County of San Diego is to efficiently provide public services that build strong and sustainable communities.

The County is governed by a five-member Board of Supervisors elected to four-year terms in district, nonpartisan elections. There are 18 incorporated cities in the county and a large number of communities within the unincorporated area. County services are provided by five business groups, that are headed by General Managers [Deputy Chief Administrative Officers (DCAOs)], who report to the Chief Administrative Officer (CAO). The various Groups are: the Public Safety Group (PSG); the Community Services Group (CSG); the Finance & General Government Group (FG3); the Land Use & Environment Group (LUEG); and the Health & Human Services Agency (HHS). The Department of Planning and Development Services is in LUEG.



The County of San Diego has a budget of \$4.77 billion and provides services to the three million residents of the county through nearly 16,000 employees in approximately 40 different departments. San Diego County is the second largest county by population in California and ranks 5th in population of all metropolitan areas in the U.S.

APPLICATION AND SELECTION PROCEDURE

You are encouraged to apply immediately in order to be considered since interviews will commence as soon as there are sufficient qualified applicants. Applications will not be considered after July 10, 2012. Employment applications can be accessed and submitted online at <http://www.sdcounty.ca.gov/hr>



In addition to completing the application, please attach your résumé at Step 1 of the application process. Résumés should include academic degrees held and dates conferred, employment history and positions held. For each employer listed, include the size and scope of services, programs, budget and staffing responsibilities under your immediate direction. Please also include a salary history. Incomplete applications will not be considered.

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. Disabled persons may make accommodation arrangements by contacting the Department of Human Resources.

The County is hiring for leadership positions in the Department of Planning and Development Services including Director, Assistant Director, and Deputy Director. Candidates are encouraged to apply for as many of the three as they are qualified for and have an interest in.

CONTACT INFORMATION

For questions about the application process, contact Sherri De Castro, Human Resources Analyst, via email at: Sherrilynn.DeCastro@sdcounty.ca.gov. For questions about the position, please contact Kathy Flannery, Group Finance and Human Resources Director, via email at: Kathleen.Flannery@sdcounty.ca.gov. Résumés will be screened to assess each applicant's qualifications and finalists will be invited to interview.

