

# COUNTY OF SAN DIEGO

THE NOBLEST MOTIVE IS THE PUBLIC GOOD



## CHIEF, DEPARTMENTAL OPERATIONS AIR POLLUTION CONTROL DISTRICT- SUPPORT SERVICES

Anticipated Appointment Salary \$100,000.00 - \$110,000.00  
Excellent Benefits Package

[www.sandiegocounty.gov](http://www.sandiegocounty.gov)

# CHIEF, DEPARTMENTAL OPERATIONS | COUNTY OF SAN DIEGO

## AIR POLLUTION CONTROL DISTRICT (APCD) -SUPPORT SERVICES

The County of San Diego invites résumés from candidates with exemplary qualifications for the position of Chief, Departmental Operations.-Support Services, to fill a vacancy at the Air Pollution Control District, Administration Division. This position will be assigned to the County's Land Use and Environment Group, Air Pollution Control District.

### 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. The ideal candidate also possesses extensive management experience in a public organization or other Air Pollution Control organization. The ideal candidate will also have experience with developing department budget and preparing fee packages, as well as experience communicating and interacting effectively with other governmental officials, Board of Supervisors' staff representatives, business associations, boards, commissions, internal departments, citizen groups, special interest groups, and others. This position will be responsible for managing the District's Budget, Accounting, and Permit Processing units of the APCD, as well as administrative oversight of fleet and facility maintenance.

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

- Stimulates and actively initiates change in the organization
- Demonstrates motivation to perform beyond the requirements of the position
- Mentors and coaches managers, peers, and leaders
- Acts as an excellent leader and demonstrates strong teamwork and collaboration skills
- Seeks to understand the perspectives and needs of others
- Recognizes the strengths and weaknesses of others and how to best manage them

### 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.

Note: A master's degree or higher degree may substitute for a total of one year of experience. 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.

Note: Qualifying experience will include CAO Staff Officer or Project Manager experience that involves leading projects.

### COMPENSATION

The anticipated hiring range, 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. 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, please review the [San Diego County Employees Retirement Association](#) website
- Deferred Compensation Program (457) and 401(a) plans
- May be eligible for relocation allowance up to \$10,000.



## AIR POLLUTION CONTROL DISTRICT

The mission of the Air Pollution Control District (APCD) of the County of San Diego is to improve air quality to protect public health and the environment. APCD has primary responsibility for controlling stationary (fixed) sources of air pollutants such as power plants, manufacturing facilities, gasoline stations, and others. Accordingly, APCD evaluates applications for new and modified stationary sources, issues permits to operate, conducts compliance inspections, witnesses and conducts air pollutant emissions testing, responds to complaints about air pollution, provides outreach to assist businesses in their compliance efforts, and administers a Hearing Board program that considers permit appeals and requests for variances from air pollution control requirements. In addition to regulating stationary sources, APCD issues state funding to grant recipients for the replacement of older, higher polluting motor vehicles and other mobile sources. APCD has an annual operating budget of \$26 million and 147 employees.



## 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 \$5.7 billion; the County provides services to the residents of the County through 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.sandiegocounty.gov](http://www.sandiegocounty.gov), then select the link for JOBS.

Résumés should include academic degrees held, professional registrations and licenses held, 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 of résumés will begin during the week of May 7, 2018.

## 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](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.



The County of San Diego is committed to valuing diversity and practicing inclusion because our diverse workforce is our greatest asset and our customers are our number one priority.

## CONTACT INFORMATION

You may direct any questions regarding the application and selection process to Anna Lisa Acedo, Human Resources Services Manager at [AnnaLisa.Acedo@sdcounty.ca.gov](mailto:AnnaLisa.Acedo@sdcounty.ca.gov). Questions regarding the position or department should be directed to Valerie Espinoza, Acting Group Human Resources Director, at [Valerie.Espinoza@sdcounty.ca.gov](mailto:Valerie.Espinoza@sdcounty.ca.gov).

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