



DEPUTY DIRECTOR, DEPARTMENTAL OPERATIONS

**CHILD AND FAMILY WELL-BEING, OFFICE OF CHILD &
FAMILY STRENGTHENING**

**HEALTH AND HUMAN SERVICES AGENCY
COUNTY OF SAN DIEGO**



**ANTICIPATED HIRING SALARY RANGE:
\$145,000 TO \$150,000 ANNUALLY**

THE POSITION

DEPUTY DIRECTOR – DEPARTMENTAL OPERATIONS CHILD AND FAMILY WELL-BEING, OFFICE OF CHILD AND FAMILY STRENGTHENING

The Deputy Director, Departmental Operations is an executive management classification that is responsible for the management of the administrative and operational activities of the Child and Family Well-Being Department, Office of Child and Family Strengthening in the Health and Human Services Agency (HHS).

Under the administrative direction of the Assistant Director, this position provides leadership and oversight of the functions and activities of the Office of Child and Family Strengthening. The Office of Child and Family Strengthening will encompass prevention and early intervention work currently provided by the First 5 San Diego programs, childcare initiatives, and prevention efforts supported by the federal Family First Prevention Services Act of 2018. The position will develop and implement policy and procedures related to finance, budgeting, contracts, facilities, and planning for State and local programs.



KEY RESPONSIBILITIES FOR THIS POSITION

- Directs the coordination of department functions and activities with County departments, governmental agencies, and private industry
- Advises and makes recommendations on policy and program development related to department matters
- Presents reports, recommendations, and information to the Board of Supervisors and other citizen/community groups
- Works closely with the County's senior leadership and HHS executives in supporting the County's *Live Well San Diego* vision and priorities laid out by the Board of Supervisors.
- Supervises and leads staff
- Performs special studies and projects
- Acts as a liaison with other public and private agencies, and coordinates activities with County departments as well as federal, State and local governments
- Establishes and maintains effective working relationships and communicates effectively with a wide variety of management, employees, employee representatives, representatives from government industry, media, and other agencies, and the public, all representing diverse cultures and backgrounds
- Acts in the absence of the Assistant Director, Departmental Operations

SALARY & BENEFITS



COMPENSATION:

The anticipated hiring range is \$145,000 to \$150,000 annually.

Annual salary reviews are performance-based and goal-oriented.

BENEFITS:

- Fifteen days of paid vacation, ten days of paid executive time-off, thirteen days of paid sick leave, and fourteen 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; please visit www.sdcera.org for more information
- Deferred Compensation Program 457 and 401(a) plans
- May be eligible for relocation allowance up to \$20,000

HEALTH & HUMAN SERVICES AGENCY

The Health and Human Services Agency is an integrated agency with a robust service network that contributes to a region that is Building Better Health, Living Safely, and Thriving. Its many programs are designed to help all 3.3 million San Diego County residents live well. Health, housing, and social services are developed by six service departments to provide vital resources and care and are generally deployed through six regions.

The County of San Diego's Framework for our Future provides direction for County operations at every level to advance racial justice, health equity, economic opportunity, environmental protection, and government transparency to create a region where all residents can achieve the Live Well San Diego vision for healthy, safe, and thriving communities.





MINIMUM QUALIFICATIONS

A bachelor's degree from an accredited U.S. college or university or a certified foreign studies equivalency AND five (5) years of experience that demonstrate the ability to perform the essential functions of the classification.

Experience must include three (3) years of management-level experience and at least one (1) year of supervision.

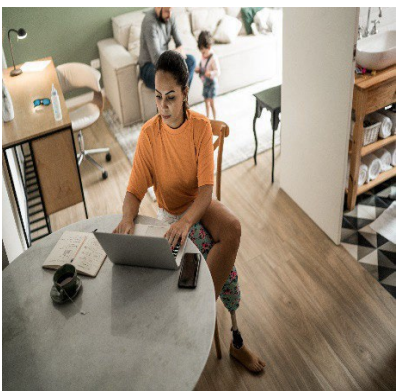
For positions reporting to an assistant director, experience, as described above, may substitute for education.

A master's degree or higher may substitute for a total of one year of experience and cannot be applied to the required one year of supervision.



THE IDEAL CANDIDATE

The ideal candidate for this position will have executive-level leadership and decision-making skills, as well as organizational and political acumen in order to advise and provide direction for Child and Family Well-Being.



- You are a problem solver, team builder, strategic thinker, and politically astute, with exceptional organizational acumen.
- You have strong writing skills for drafting and editing Board of Supervisors (Board) Letters, reports to the Board and County executive management, project/program briefings and presentations.
- You have administrative and operational oversight experience working for a public sector program or programs of similar size and complexity.
- You have experience in the disciplines of prevention and family strengthening work, strategic planning, project management, and outcome-based performance management.
- You have strong relationship building and collaboration skills with a track record of getting things done.
- You have sufficient knowledge of equity, belonging, and racial justice to inform and align programs, proposals, and policies to the County's Operational and Strategic Plan through this lens.
- You exercise excellent judgment in timely communication to staff and your superiors on issues that should be elevated.
- You are a highly effective communicator, able to address sensitive issues with staff, customers, media, and community groups.
- You have motivational, coaching, and inspirational skills for engaging staff to achieve HHSA's goals and performance standards.
- You thrive when working with a diverse team of professionals and staff to accomplish common goals.
- You see the "big picture" and look beyond department boundaries when making decisions.



The Community

CO UNT Y OF SAN DIE G O

San Diego County Facts:

- 3,359,630 2023 Est. Population
- 4,526 Square Miles
- 70 Miles of Coastline
- 18 Incorporated Cities

San Diego Weather Averages:

- Average Temperature: 72°F
- High Temperature: 73°F
- Low Temperature: 57.5°F
- Average Rainfall: 10.4 Inch

WORK WHERE YOU PLAY!

From our world-class beaches to almost year-round sunny weather, the County of San Diego offers our residents much more than sun and waves. Downtown you can watch a Padres game at Petco Park or enjoy one of the fine-dining restaurants in the Gaslamp.

Heading east you will eventually find mountains that may be covered in snow depending on the time of year. Head south and you will start to truly see the diversity in both geography and cultures. And head west, you will run into over 70+ miles of pristine coastline.



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.



The County of San Diego and its employees embrace the vision of: a just, sustainable, and resilient future for all. Our values include: integrity, equity, access, belonging, excellence, and sustainability. Each of which are infused throughout our operations. While also embracing a mission of strengthening our communities with innovative, inclusive, and data driven services through a skilled and supported workforce. Click here for more information on our [Strategic Plan \(sandiegocounty.gov\)](#) as well as our commitment to serve everyone, to build a [Framework for the Future](#) that will create a County that works for all.

HOW TO APPLY

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

Applications may be submitted online at www.sandiegocounty.gov/hr; select Current Job Postings, Job Number 23229602U. Applications should include academic degrees held and dates conferred, employment history and positions held, dates of services, areas of experience, levels of responsibility, reporting structure, key duties performed, and number of direct reports or staff. The deadline to submit your application is May 5, 2023 at 11:59 p.m.

Interested candidates are encouraged to apply as soon as possible for consideration. A first review of applications will take place the week of April 18, 2023.

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 a qualified individual with disabilities to perform the essential functions of a job, on a case-by-case basis.

The Department of Human Resources will remove personally identifiable information from all new recruitments. This practice, called Blind Applicant Screening, will hide a candidate's personal information that could influence or bias a hiring decision. Personal information includes name, phone number, address, gender, age and race. This process will help contribute to a fair and equitable selection process leading to a more diverse and inclusive workforce.

**** Please make sure to update the Work History in your application profile to match your resume. Hiring managers will only receive the redacted application (without resumes) to make a determination of which candidates they will interview. Resumes will be sent to hiring managers at the time interviews are scheduled.***

CONTACT INFORMATION

You may direct any questions regarding the application and selection process to Bryan Faircloth, Executive Recruiter, Department of Human Resources, at bryan.faircloth@sdcounty.ca.gov.

Questions regarding 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.

