



COUNTY OF SAN DIEGO
PLANNING & DEVELOPMENT

GROUP PROGRAM MANAGER

PLANNING & DEVELOPMENT SERVICES

Project Planning Division

Anticipated Hiring Range: \$150,000 to \$154,000 Annually
Excellent Benefits

SanDiegoCounty.gov



The Position

GROUP PROGRAM MANAGER

The County of San Diego is seeking a dynamic, independent, and innovative leader to fill a vacancy for **Group Program Manager assigned to the Project Planning Division**. This unclassified management level position is in Planning & Development Services (PDS) and will report to the Chief, Departmental Operations.

Key responsibilities will include:

- Assisting the Chief in managing and overseeing the functions of the Project Planning Division and representing the Chief and PDS during meetings with elected officials, executives, and community members.
- Directing, organizing, and coordinating multi-disciplinary teams in carrying out a variety of planning functions and providing full supervision, direction, guidance, and mentorship to a team of professional staff.
- Formulating and administering policy and procedures in a wide variety of areas, including direction from the County Board of Supervisors related to housing.
- Supporting department-wide performance management and improvements; and performing high level project management functions, including overseeing scope, budget, schedule, and quality assurance.
- Leading the development and implementation of a training program for all aspects of the discretionary permitting process.

The Ideal Candidate

The ideal candidate thrives in a fast-paced, high profile, and demanding environment; has depth and breadth of experience in the disciplines of strategic planning, project management, concept development, and performance measurement. The ideal candidate will possess excellent written and verbal communication skills.

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

- Knowledge of laws, ordinances, and regulations related to planning and land use, such as CEQA; and how these laws affect departmental operations.
- Stays current on industry best practices and successfully implements lessons learned.
- Anticipates and prepares for opportunities not obvious to others in order to improve the status quo.
- Commits self and others to improve performance and reach challenging goals.
- Strategic thinker who anticipates future consequences and trends while applying knowledge appropriately.
- Detail and solution-oriented individual responsible for ensuring excellent customer service and working collaboratively with stakeholders.
- A problem-solver that is attentive to timelines and competing priorities.
- Organizational and political awareness of sensitive issues and understanding of multiple stakeholders needs to develop consensus on projects and programs, including working with boards and commissions, community planning or sponsor groups, industry groups, community organizations, agency officials, and the public.
- Demonstrates strategic thinking and anticipates future consequences and trends, while applying knowledge appropriately.
- Demonstrates strong teamwork and collaboration skills and the ability to help others learn interpersonal skills.
- Recognizes strengths and weaknesses of others and how to best manage staff.
- Understands multiple perspectives, agendas, and goals of the division; views politics as necessary and useful to the organization; and relates to a wide range of styles and personalities of staff and various stakeholders.



The Department

Planning & Development Services (PDS) strives to balance community, economic, and environmental interests to ensure the highest quality of life for the public in the unincorporated region of San Diego county.

We create and implement balanced land use plans, such as the general plan, that protect natural resources and provide opportunities for housing for all. We engage with a wide variety of stakeholders to ensure that housing and economic development, the environment, and equity are at the forefront of everything we do, and that our work is tailored to the needs of our communities. The PDS team protects our communities by making sure that new development and buildings are engineered and constructed in a way that is safe and resilient in our changing world. PDS is in the field every day, working hand in hand with residents to help them meet the standards that keep our neighborhoods and natural areas healthy and beautiful.



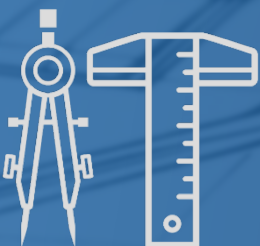
PDS is responsible for long-range land use planning, including building, code compliance, County of San Diego's General Plan and Community Plans, Climate Action Plan (CAP) and Zoning Ordinance. The department evaluates land use projects for regulatory compliance, sustainability, and environmental impacts. PDS also provides review, permit, inspection, and code compliance services throughout the unincorporated county to ensure healthy, safe, and thriving communities. PDS advises the Board of Supervisors and Planning Commission on all land use projects, policies, and programs in the unincorporated county.

PDS has nine major divisions:

- Building Services
- Support Services
- Sustainability Planning
- Policy, Outreach and Data
- Project Planning
- Code Compliance
- Land Development (Engineering)
- Long Range Planning
- Housing

Please visit [Planning & Development Services](#) for more information.

Project Planning Division



The Project Planning Division reviews “discretionary” projects. Those are projects that builders and homeowners cannot do “by right,” but which may be approved by PDS’s Director, the Zoning Administrator, the Planning Commission or the Board of Supervisors if the projects meet certain conditions. Discretionary projects include lot splits, major subdivisions and conditionally-permitted uses.

The division also process applicants' requests for General Plan Amendments and Zoning changes.

Minimum Qualifications

Applicants must possess the following:

Three (3) years of experience which demonstrate the ability to perform the essential functions of the classification AND bachelor's degree from an accredited U.S. college or university, or a certified foreign studies equivalency, OR a combination of education and/or experience as stated above.

Note: A master's or doctoral degree from an accredited U.S. college or university, or a certified foreign studies equivalency, may substitute for up to one (1) year of the required experience.

Salary & Benefits

Compensation

The anticipated hiring range is \$150,000 to \$154,000 annually.

Salary placement for this position 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, twelve paid holidays and two paid floating holidays, ten days of executive time off, and three days of paid emergency child and /or older adult leave per year
- 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, visit the website for the [San Diego County Employees Retirement Association](#)
- Deferred Compensation Program 457 and 401(a) plans
- May be eligible for a relocation allowance up to \$15,000
- View the detailed Benefit Plan for [Unclassified Management \(UCL](#)



How to Apply

Application Process And Recruitment Schedule

1. Complete the online application at www.sandiegocounty.gov/hr select Current Job Postings, Job Number 25031810LUEGPP.
2. Attach your résumé and cover letter.
3. Attach a copy of college degree, final transcript, diploma, or completion letter*.
4. Complete Supplemental Questionnaire with your application.

Key Dates:

- Resume Review : First review will be the week of January 5, 2026
- Interviews: Week of January 19, 2026
- Expected Start date: Anticipated late February, 2026

Special Notes

The Department of Human Resources removes personally identifiable information from all recruitments. This practice, called Blind Applicant Screening, hides 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 helps contribute to a fair and equitable selection process leading to a more diverse and inclusive workforce. The most highly qualified candidates, based on the evaluation results, will be referred for an interview. Be sure to include your experience in meeting the minimum requirements in both the Work Experience section and the Supplemental Questionnaire section of the Application. Resumes will not be accepted in lieu of the application Work History and/or supplemental questionnaire.



Contact Information

You may direct any questions regarding the application and selection process to Bryan Faircloth, Executive Recruiter, at Bryan.Faircloth@sdcounty.ca.gov.

Questions regarding the position or department should be directed to Lydia Lopez, Group Human Resources Director for the Land Use and Environment Group at Lydia.Lopez@sdcounty.ca.gov.



COUNTY OF SAN DIEGO
PLANNING & DEVELOPMENT

