



# Senior Legal Advisor- Sheriff's Standards Compliance Manager



**ANTICIPATED HIRING SALARY RANGE:**

**\$120,000 - \$135,000 Annually**

**Excellent Benefits Package**

**(Experienced Attorney)**

# THE POSITION

The Sheriff's Department is seeking to fill one **Senior Legal Advisor-Sheriff's Standards Compliance Manager** position that will primarily focus on labor and employment related laws and issues. This position serves as a Legal Advisor to the Sheriff and command staff and is an integral part of the Legal Affairs Unit, overseeing the identification, monitoring, and compliance of the Sheriff's Department with legal matters, standards, and court orders.

**As Senior Legal Advisor-Sheriff's Standards Compliance Manager, you will have a key role in:**

- Monitoring compliance with current laws and regulations, as well as department and County policies and procedures
- Formulating, reviewing, and recommending policy and operational improvements
- Representing the Sheriff in court appearances, administrative hearings, and court proceedings
- Assessing liability and risk issues
- Rendering legal advice and opinions to the Sheriff and members of the department on a variety of matters primarily related to labor and employment related law issues

## MINIMUM QUALIFICATIONS

A bachelor's degree from an accredited U.S. college or university or a certified foreign studies equivalency **AND** three years of experience that demonstrates the ability to perform the essential functions of the classification **OR** a combination of education and/or experience as stated above.

**Note:** Possession of a Juris Doctorate degree may substitute for the experience requirement.





## IDEAL CANDIDATE



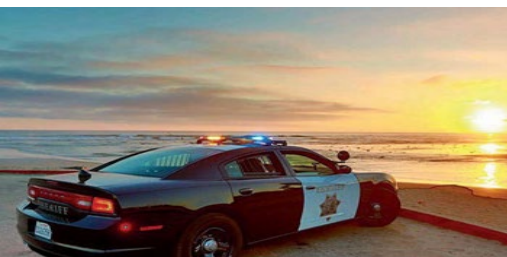
- The Sheriff's Department is seeking an attorney who is a strategic, innovative, and independent leader with experience in labor and employment related laws and regulations or issues related to the operation of a law enforcement agency. *You must be able to practice law in California at the time of appointment.*
- The ideal candidate will be a licensed member of the California State Bar, with at least three (3) years of progressively responsible experience either advising a law enforcement agency or in labor and employment law. The ideal candidate will possess a professional history that demonstrates the ability to work closely and cooperatively with command staff and support managers, and the ability to review and develop policies and practices for the Sheriff's Department.
- The ideal candidate will also demonstrate a combination of the following necessary leadership competencies and attributes:
  - Formulates objectives and priorities, and implements plans consistent with the long-term interest of the organization
  - Carefully considers implications and impact of decisions across time and on others
  - Anticipates future consequences and trends accurately; applies knowledge appropriately

## SAN DIEGO COUNTY SHERIFF'S DEPARTMENT

The Sheriff's Department is the chief law enforcement agency in the County of San Diego, covering approximately 4,200 square miles. The Department's employees provide general law enforcement, jail and court services, as well as regional investigative support, and technical emergency response. Law enforcement services are provided to an estimated 1,000,000 County residents, including those in nine contract cities.

The Sheriff's detention facilities process over 200,000 incarcerated persons annually, booking and releasing incarcerated persons, ensuring court appearances, and providing necessary daily care for approximately 4,200 incarcerated persons.

For additional information, please review the [Sheriff's Department](#) website.



# SALARY & BENEFITS

The anticipated hiring is **\$120,000-\$135,000** annually and is dependent upon the qualifications of the selected candidate. Annual salary reviews are performance-based and goal-oriented.

- 15 days of paid vacation, 10 days of executive time-off, 14 days of paid sick leave, and 14 paid holidays
- Medical, dental, and vision insurance plans
- Flexible Credits
- Disability Insurance, Life Insurance, and Accidental Death/Dismemberment Insurance
- Defined benefit retirement program
- Reciprocity with other governmental retirement systems may be granted; for more information, visit [www.sdcera.org](http://www.sdcera.org)
- Deferred Compensation Program 457 and 401(a) plans
- May be eligible for relocation allowance up to \$15,000
- View the detailed Benefit Plan for Unclassified Management (UCL)



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](http://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.

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.



# HOW TO APPLY

## APPLICATION PROCESS AND RECRUITMENT SCHEDULE

1. Complete the online application at [www.sandiegocounty.gov/hr](http://www.sandiegocounty.gov/hr)
2. Select the current job postings link: 23097406US
3. Attach a copy of your resume, degree transcripts, completion letter, or diploma.

**The recruitment is set to close on July 24, 2023. A first review of resumes will take place the week of July 10, 2023.**

The Department of Human Resources will remove personally identifiable information from 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 Veronica Gibson, Senior Executive Recruiter, Department of Human Resources at [Veronica.Gibson@sdcounty.ca.gov](mailto:Veronica.Gibson@sdcounty.ca.gov).

Questions about the position may be directed to B.J. Tamayo, Group Human Resources Director, Public Safety Group, at [BillieJean.Tamayo@sdcounty.ca.gov](mailto:BillieJean.Tamayo@sdcounty.ca.gov).

**Special Note:** 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 qualified individuals with disabilities to perform the essential functions of a job, on a case-by-case basis.