



TRIBAL COMMUNITY LIAISON

(Actual Job Class – Group Program Manager)

OFFICE OF SUSTAINABILITY AND ENVIRONMENTAL JUSTICE

Anticipated Hiring Range: \$110,000 – \$124,000
annually

Excellent Benefits Package



THE POSITION

The County of San Diego (County) is seeking a **Tribal Community Liaison** to provide a mindful approach to fostering cross-governmental partnerships.

The San Diego region is built on Kumeyaay and Luiseño land, with the unincorporated area of San Diego County being home to 19 Native American reservations represented by 18 Native American Tribal Governments (Tribal Governments).

This position will serve as the main point of contact for all County matters with the region's Tribal Governments and County Executives to partner on areas related to health and well-being, emergency preparedness, quality of life and sustainability. The successful candidate will be one who has a proven track record of establishing and maintaining relationships with Tribal Governments and Executives to assist with navigating services and departments to make connections to partner on issues to help ensure delivery of efficient services and improved quality of life.

OFFICE OF SUSTAINABILITY AND ENVIRONMENTAL JUSTICE

The Tribal Community Liaison position will report to the Chief Sustainability Officer who leads the newly established Office of Sustainability and Environmental Justice (OSEJ), organized within the Land Use and Environment Group. OSEJ will serve as a central point of coordination for driving forward external and internal sustainability efforts, ensuring balanced consideration for social, economic, health, and environmental factors. This office will also address environmental justice issues within environmental justice communities in the unincorporated areas of the county, while supporting addressing these same issues across the region by collaborating with multijurisdictional partners and regulatory agencies at the local, State, and federal levels.

SALARY AND BENEFITS

The anticipated hiring salary range for this position is **\$110,000 - \$124,000** annually. Placement within this range is dependent upon the qualifications of the successful candidate. Annual salary reviews are performance based and goal oriented. Other benefits include:

- 15 days of paid vacation, 13 days of paid sick leave, and 14 paid holidays
- Medical, dental, and vision insurance plans
- Flexible Credits starting at \$452.50 per pay period, based on the selected level of medical coverage
- Disability Insurance, Life Insurance, and Accidental Death/ Dismemberment Insurance
- Defined benefit retirement program
- Reciprocity with other governmental retirement systems may be granted; for further information, visit 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)**



IDEAL CANDIDATE



The ideal candidate for this position has developed relationships with the 19 Native American reservations represented by 18 Tribal Governments to understand their needs and adequate representation. We are looking for an inclusive results-oriented leader with an understanding and knowledge of the Native Americans and Tribal Governments' cultures and customs in unincorporated San Diego County.

The ideal candidate will have a drive to look for opportunities for increased community engagement while being a proven and trusted leader with the ability to embrace and celebrate the culture, ethnic diversity, and community values of the San Diego region. They will have ambition to work with multiple stakeholders, learn about County services and programs while thoughtfully communicating and respectfully engaging diverse stakeholders and the Tribal Governments.

This position requires a culturally competent leader who values community and can apply communications and engagement strategies to develop relationships and work with the community. The main functions of this position are:

- Advances inclusion efforts and initiatives by collaborating with internal and external stakeholders throughout the County to build and foster productive relationships in order to identify core priorities for process and policy improvement, program development, and partnerships for funding these programs and priorities
- Develops and fosters relationships with Tribal Governmental representatives, tribal leaders, Native American organizations and community members across the region
- Serves as a liaison for the County government with all Tribal Governments in the region, regularly meeting with them and connecting them to the appropriate County department to address questions and issues
- Prepares and delivers public presentations to the community, governing boards and elected officials, engaging the tribes on regional issues, and educating the public on the history and cultures of the land
- Plans, coordinates, manages and monitors the progress toward accomplishing objectives
- Develops, recommends, and implements County policy and procedures supporting enterprise-wide inclusion of Native Americans in County programs and services
- Researches, organizes, and prepares executive reports while incorporating data-driven items, particularly on matters that relate to the tribes
- Understands the legislative process, tribal governance and governmental operations; Volunteers and demonstrates initiative to take on new assignments; Demonstrates resiliency and recovers quickly from setbacks and demonstrates strong organizational skills and attention to detail; Follows through on commitments
- Possesses demonstrated experience in community engagement and outreach with Tribal Governments

MINIMUM QUALIFICATIONS

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

Note: A master's degree or higher may substitute for a total of one (1) year of experience. In order for education to substitute for work experience as stated above, college level coursework must demonstrate progress toward a degree and may be substituted on a year-for-year basis

HOW TO APPLY

APPLICATION PROCESS

1. Complete the online application at www.sandiegocounty.gov/hr; select the current job postings link.
2. Attach a copy of college degree transcripts, completion letter or diploma.

* Beginning July 1, 2022, 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.

Interested candidates are encouraged to apply as soon as possible for consideration.

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 accommodations 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 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.

CONTACT INFORMATION

You may direct any questions regarding the application and selection process or position 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 Lydia Lopez, Group Human Resources Director for the Land Use and Environment Group via email at Lydia.Lopez@sdcounty.ca.gov.

