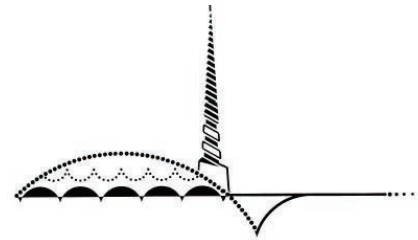


## Compensation and Benefits

The annual salary range is \$142,022 - \$157,789, DOQ. In addition, the salary is supplemented by a very generous benefit program, which includes the following elements:

- ◆ **Retirement:** The County retirement system is authorized by the County Employees Retirement Law of 1937. This plan has a reciprocity relationship with CalPERS.
- ◆ **Insurance:** The County has a cafeteria-style benefits plan that allows employees to choose from a variety of health, dental, vision, life, and long-term disability insurance plans.
- ◆ **Leave Allowances:** The County offers generous leave package including vacation, personal, management and sick leave benefits plus 10 paid holidays.
- ◆ **Deferred Compensation:** The County does not participate in Social Security except for a mandatory Medicare contribution. The County does offer a choice of tax deferred 457k plans to which employees may contribute in order to enhance their retirement.

For additional information about County benefits, visit our website at:  
[www.co.marin.ca.us/depts/HR/Jobs/Benefits.cfm](http://www.co.marin.ca.us/depts/HR/Jobs/Benefits.cfm).



**Marin County is an Equal Employment Opportunity Employer.  
Women, minorities, and persons with disabilities are encouraged to apply.**

*The mission of the County of Marin is to provide excellent services that support healthy, safe and sustainable communities; preserve Marin's unique environmental heritage; and encourage meaningful participation in the governance of the County by all.*

*The mission of the Marin County Probation Department is to further justice and community safety; to hold offenders accountable while promoting their rehabilitation; to reduce the impact of crime and conflict on victims and the community; and to employ best practices in providing balanced, effective services as directed by the Court and in collaboration with other agencies and the community.*

## The Process

If you are interested in pursuing this unique and exceptional career opportunity, please forward a letter of interest, your resume, including your current salary, and five work-related references (who will not be contacted until mutual interest is established) to:

Paul Kimura  
Avery Associates  
3 ½ N. Santa Cruz Ave., Suite A  
Los Gatos, CA 95030  
Fax: 408.399.4423  
E-mail: [jobs@averyassoc.net](mailto:jobs@averyassoc.net)



The final filing date for this position is July 10, 2009.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424.

# Marin County

*invites your interest for the  
position of*



## Chief Probation Officer

## The Community

Located in the North Bay Area across the Golden Gate Bridge from San Francisco, Marin County is a dynamic community of 250,000 well-educated and involved residents. From its tidelands to the top of Mt. Tamalpais, Marin enjoys a high quality of life marked by beautiful beaches, groves of redwoods and oaks, rolling foothills, and scenic valleys. The mild year-round Mediterranean climate is highlighted by cool, coastal fog tempering the warm inland temperatures of summer. Incorporated communities include Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael (the County seat), Sausalito, and Tiburon.

Marin County is known for its combination of rural and suburban lifestyles. A recreation destination for the entire Bay Area -- the Golden Gate National Recreation Area and Point Reyes National Seashore are just two destinations out of more than 140,000 acres of public lands within Marin. The County's active economy includes insurance (e.g., Fireman's Fund), finance (e.g., GreenPoint Mortgage), movie and video production (e.g., Lucas Films), agriculture, aquaculture, computer software (e.g., Autodesk), communications equipment, printing, and tourism. Marin is also home to the Buck Institute, a world-class institute researching the process of aging.

Marin County children excel in school. Test scores are well above the average. The 19 school districts in Marin range in attendance from 20 to 8,000. There are 74 public schools that include elementary, middle, high school, college, continuing education, alternative education, independent study, and charter schools. The Marin Community College has two campuses: Kentfield and Novato. There are several private educational institutions for all age levels, including Dominican University in San Rafael.

## The County

The County of Marin is comprised of 23 agencies and departments with approximately 2,200 employees. The County has an operating budget of some \$431 million for FY 2008-09 and also serves over 100 special districts with accumulated budgets similar in value to the County. The Board of Supervisors is made up of an elected representative from each of the five voting districts in this general law County. Among several other responsibilities, the Board of Supervisors also serves as the governing board of the County's Open Space District, County Free Library, flood control districts, lighting districts, county service areas, sewer maintenance districts, and the Redevelopment Agency.

The County provides a full array of district attorney, law enforcement, probation, community development, public works, health & human services, library, fire, parks & open space, housing, employment, and administrative services pursuant to local, State and Federal guidelines and funding. The seat of County government is the historic Marin County Civic Center designed by Frank Lloyd Wright

## The Probation Department

The Marin County Probation Department is an essential element of the County of Marin and the Marin County Superior Court. Its mission is to reduce the impact of crime in the community by providing accurate, comprehensive and timely information and recommendations to the Court, providing community-based sanctions and treatment for offenders, and working cooperatively with law enforcement agencies and community organizations with similar objectives. The Department provides investigative, advisory, and supervisory services to adult and juvenile probation and county parole. The Department is also responsible for the operation of the Juvenile Hall and Civil Mediation Program.

Marin County consistently maintains one of the State's lowest incarceration rates and strongly believes corrective and restorative probation alternatives provide the best likelihood of success for the individual, consistent with the safety of the community. Existing Marin County diversion services include the Juvenile and Adult Drug Courts and the Victim-Offender Reconciliation Program.

The Chief Probation Officer leads a staff of 121 employees (full-time equivalent). A Chief Deputy Probation Officer, Director of Adult Services, Director of Juvenile Services, and a Juvenile Hall Superintendent report directly to the Chief, along with an Administrative Services Manager. The Department's FY 2008-09 budget totals \$16.7 million in expenses along with \$8.0 million in revenues. The Department Website is <http://www.co.marin.ca.us/depts/PB/main/index.cfm>.

## The Position

Appointed by the Board of Supervisors and working closely with the Marin Superior Court, the Chief Probation Officer is a merit system employee who is responsible for a full array of adult and juvenile probation programs, as well as the County's Juvenile Hall and Civil Mediation Program, within Federal, State, and county laws and regulations. This includes recommending and implementing policy, developing goals and objectives, selecting and supervising staff, and preparing and administering the Department's budget. The Chief Probation Officer meets regularly with the Presiding Judge of the Court, the Board of Supervisors, the District Attorney, Public Defender, Sheriff, and other members of the criminal justice system to coordinate department activities. The Chief also participates as an active member of the County's executive management team.

## Current Issues and Priorities

The Probation Department is engaged in a wide variety of initiatives. Specific issues the Chief Probation Officer will address include:

**Community Justice** - Recently, the County adopted a Community Justice Strategic Plan that contemplates using restorative and treatment alternatives for defendants convicted of certain criminal charges, with the goal that these approaches will have a greater long-term benefit for the community. The Chief will play a key role in implementing the goals of this plan.

**Long-Term Restructuring** – As part of the County's long-term restructuring process, the Chief will review Department programs to determine whether they are aligned with evidence-based practices in criminal justice. The Chief will implement appropriate changes to effectively enhance the Department's primary services to the Court and County while continually exploring opportunities for cost-savings.

**Collaboration** - The Chief will play a strong role in enhancing collaboration and communication among the Court, the Board of Supervisors, the County's criminal justice team, human services officials, and community-based organizations.

**Organizational Development** - Strong organizational development and personnel management skills will be important to review and assess current department work performance and culture, plan for the Department's workforce over time, and to manage the Department's human resources toward effective results.

**Strategic Planning and Performance Management** - The Chief will play a key role in applying an outcome-based management style to set goals and policies consistent with the County's Strategic Plan, and assist in the overall achievement of County goals.

## The Ideal Candidate

The ideal candidate will be an experienced probation manager with a significant background in restorative justice, alternative sentencing, preventative and rehabilitation programs for adults and juveniles. This innovative, enthusiastic, collaborative, and results-oriented leader will have a strong service orientation to the Court; be a strong, effective and fiscally responsible manager; and bring outstanding visionary, communication, interpersonal and consensus building qualities to the County's criminal justice team. The ideal candidate will also be knowledgeable of Federal and State funding sources and grants that can advance the Department's activities.

Specific requirements are as follows:

Employment Standards (Minimum Qualifications): Any combination of education and experience that would provide the knowledge and skills necessary as stated in the class specification. Typically, equivalent to graduation from a four year accredited college or university in a social or behavioral science, counseling, criminology, or a closely related field, and six years of experience working in the field of probation, or a related field such as law enforcement, jail administration, mental health or social services management, of which at least three years were in a management capacity.

A graduate level degree in sociology, behavioral science, psychology, counseling, criminology, law business or public administration, or a closely related field may be substituted for either one year of experience in a management capacity or one year of experience working in a field related to probation.

## Management Style

In addition to the above, the ideal candidate will be:

- ◆ Collaborative, inside and outside the organization, knowledgeable in the field of probation; stays current with the profession
- ◆ A team player; in touch with other members regularly
- ◆ Objective and of the highest integrity
- ◆ A critical thinker with the courage to pursue good ideas
- ◆ Open to and a promoter of innovative and productive change
- ◆ A positive, "can do" advocate
- ◆ An advocate of diversity
- ◆ Able to work calmly and effectively in sensitive situations
- ◆ An excellent communicator, orally and in writing
- ◆ A proponent of the County's and the Court's values & principles
- ◆ Able to find common sense solutions
- ◆ Flexible