

Compensation and Benefits

The County of Monterey provides a competitive compensation and benefits package. Assistant Director of Health is in the Bureau Chief classification, which is broadbanded. Salary is dependent upon qualifications. The excellent benefits package includes:

- ◆ Retirement: CalPERS, 2% at 55; 3.5% paid by employee
- ◆ Annual Leave: 23 days of annual leave are allowed in the first year; up to 37 days annually after 25 years
- ◆ Holidays: 10 paid holidays per year + 1 floating holiday
- ◆ Health Insurance: The County provides a Flexible Benefits Plan
- ◆ Life Insurance: \$50,000 Term Life Insurance Policy is provided
- ◆ Management Allowance: \$45.84 per month
- ◆ Professional Organization Membership: \$400 per year
- ◆ Educational stipend: 2% of the hourly base wage subject to eligibility
- ◆ Professional Leave: 10 days per year; non-accruable
- ◆ Deferred Comp: Voluntary program available



Equal Opportunity

Monterey County is an equal opportunity employer and a drug-free workplace. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled. If candidates require special arrangements to participate in the selection process, they should state their needs in writing when submitting an application package.

The Process

To apply for this exciting and newly established career opportunity, please submit a cover letter of interest, your resume with current salary and a list of five work related references (who will not be contacted until mutual interest is established and you have approved the contact) to:

Paul Kimura
Avery Associates
3½ N. Santa Cruz Ave., Suite A
Los Gatos, CA 95030
Fax: 408-399-4423
E-mail: jobs@averyassoc.net



The close date for this recruitment is December 16, 2011.

The search firm will conduct preliminary interviews with selected candidates in the timeframe of December 19, 2011 – January 6, 2012. It is anticipated that recommended candidates will interview with Monterey County during the week of January 16, 2012. An appointment is anticipated for the late January timeframe.

For further information on this recruitment, please contact Paul Kimura by phone at 408-399-4424 or email at paulk@averyassoc.net.

The County of Monterey

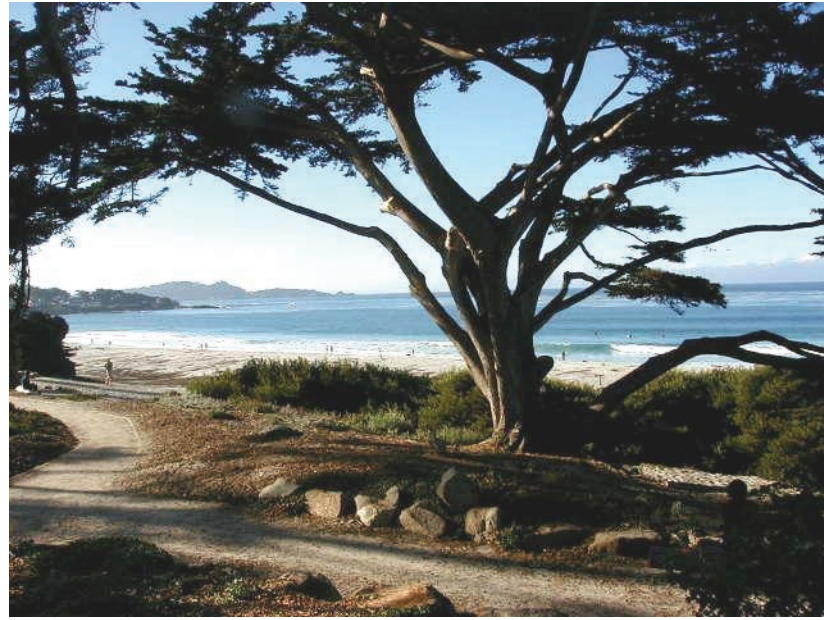
*invites your interest
for the position of*



Assistant Director of Health (Bureau Chief)

The County of Monterey

Monterey County encompasses some of California's most stunning scenery and offers an ideal year round Mediterranean climate. Miles of beautiful beaches, spectacular mountain ranges, groves of redwoods, low-rolling foothills, and scenic valleys are characteristics that contribute to the quality of life enjoyed by over 400,000 residents and the numerous tourists who visit the area year-round. Monterey County boasts world-renowned attractions such as the spectacular Big Sur Coast, Monterey Bay Aquarium, Cannery Row and the Steinbeck Center. It's also home to Laguna Seca Raceway and many world-famous golf courses including Pebble Beach, Spanish Bay, and Poppy Hills. The County hosts annual events including the Monterey Blues Festival, The Monterey Jazz Festival, Red Bull U.S. Grand Prix, Sea Otter Classic, and the California Rodeo in Salinas.



Encompassing a total land area of 3,324 square miles, Monterey is the 16th largest of California's 58 counties and has an economy largely based on agriculture and tourism. The Salinas Valley, known as the "salad bowl of the nation", is abundant with lush produce fields and thriving vineyards. There are several major educational institutions including California State University at Monterey Bay, Monterey Institute of International Studies, the Defense Language Institute (DLI) and Presidio of Monterey, Naval Postgraduate School (NPS), Monterey Peninsula College, and Hartnell College in Salinas.

County Government and the Health Department

Monterey County has approximately 4,300 employees with an operating budget of over \$935 million. This is a general law county, and the governing body is the Board of Supervisors, which is comprised of an elected representative from each of the five voting districts within the County.

The Monterey County Health Department provides a wide range of programs, services and administration within its various operating units consisting of Behavioral Health, Emergency Services, Environmental Health, Primary Care Clinics, Public Health, Public Administrator/Conservator/Guardian and Animal Services. Currently the Department oversees approximately 135 programs with staff of over 750 employees located at more than 25 sites. The Health Department has an operating budget of \$126,827,361 for FY 2011-2012.



The Position and Ideal Candidate

The Assistant Director of Health is a newly created position reporting to the Director of Health, Ray Bullick, who joined Monterey County 14 months ago. In serving as the Chief Operating Officer, the Assistant Director will have responsibility for the department's administrative functions of Fiscal Services, Information Technology, and Facilities Management and will lead the development and implementation of a centralized Quality Improvement and Performance Measurement system.



The wide range of programs and services offered by the Health Department provide significant operational opportunities for improvement of service delivery. The successful candidate will begin with a thorough organizational analysis and review in evaluating the structure, service delivery models, and methods of integrating information and services. The resulting report and recommendation will lead to the identification, development and implementation of business systems, structures and processes that enhance productivity and facilitate a greater level of program and information integration. A key aspect of the new business model will be the centralized tracking and reporting system measuring performance and quality. The emphasis on measurement and outcomes will be a focal point in reflecting positive gains in departmental operations and will be an important tool for future accreditation standards. The ongoing focus toward enhanced service delivery will ultimately serve as the foundation for the transformation of the Health Department operational model.

This Assistant Director will provide financial oversight for the Health Department and will serve as the "point" person in the development and administration of the departmental budgeting process. This will require general experience related to programming within a health and/or human services environment along with familiarity with the funding and reimbursement processes specific to those programs. A strong knowledge and experience base of governmental finance is also essential to this role.



The diverse range of responsibilities in this position will require effective and decisive leadership with an ability to influence and positively impact a work environment. Expertise with organizational development, project management and change management initiatives and experience in leading major organizational efforts such as restructuring or consolidation will be required skill sets. A commitment to and alignment with community constituents and community partners is a fundamental need in this position.

The required background for this position includes a combination of training, education and/or experience which includes at least four years of increasingly responsible management experience within a large, complex public health and/or human services agency with at least two of those years as a senior level manager or administrator. An MA or MS degree in a closely related field is highly desirable.