

Compensation and Benefits

The County of Ventura offers an attractive compensation and benefits package. The annual salary for this position tops out at \$194,161* (*includes 5% educational incentive for a master degree). The competitive benefits package includes:

- ◆ 1937 Act participation in Ventura County Employees' Retirement Association (VCERA) with County and employee sharing equally the cost of contributions. Ventura County is a Social Security agency.
- ◆ Health Insurance: Choice of five different programs with an "opt" out provision.
- ◆ Dental and Vision: Choice of one dental plan and one vision plan.
- ◆ Executive Annual Leave: 248 hours annually for the first five years of service.
- ◆ Holidays: Ten (10) paid holidays annually.
- ◆ Educational Incentive (see note in compensation): Possible educational incentive of 2.5%, 3.5%, or 5% based on completion of an AA/BA or BS/Master's degree.
- ◆ Deferred Compensation: Voluntary participation in 401(k) and 457 Plans with County match of up to 3% of salary.
- ◆ Other Benefits include: Flexible Spending Accounts, life insurance, tuition reimbursement, disability plans, Employee Assistance Program, Wellness Program, Long Term Disability, optional wage supplement plan, professional membership fees, and a Work/Family Program.

Additional information about the County can be obtained on the county's website at: www.ventura.org/human-resources.

The Process

If you are interested in pursuing this unique and exceptional career opportunity, please submit (email preferred) a cover letter of interest, resume, salary history and contact information including email addresses for five work-related references (references will not be contacted until mutual interest is established) to:

Bill Avery or Ann Slate
Avery Associates
3½ N. Santa Cruz Ave., Suite A
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

The final filing date for this position is March 6, 2015.

If you have any questions regarding this position, please feel free to contact Ann Slate at 805.459.5132 or Bill Avery at 408.399.4424.

The County of Ventura is an Equal Opportunity Employer and welcomes applications from all qualified applicants.



Ventura County



*invites your interest
for the position of*

Human Resources Director

The Community

From rolling hills to sweeping ocean views, Ventura County is located on the southern California coastline, approximately 50 miles northwest of Los Angeles and 30 miles south of Santa Barbara. The near perfect Mediterranean climate with an average annual temperature of 74.2 degrees and a wonderful quality of life are a few of the reasons many of the 830,000 residents call Ventura County "home".



The County's 1,873 square miles include 43 miles of coastline and includes the ten incorporated cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Santa Paula, Simi Valley, Thousand Oaks, and San Buenaventura. In addition, there is an abundance of national protected areas such as parts of the Angeles National Forest, the Channel Islands and the large portion of northern Ventura County that is part of the Los Padres National Forest.

The County of Ventura offers numerous year-round activities ranging from walking on the beach to enjoying a concert in a park, sailing to the Channel Islands or hiking in the Los Padres National Forest. Ventura County is home to the Ronald Reagan Presidential Library and Museum, the San Buenaventura Mission, art galleries, and a state-of-the-art Civic Arts Plaza.

Ventura has a diverse economic base and a number of beautifully planned communities, making the region one of the safest and fastest growing in Southern California. Historically, Ventura County has been closely allied with the economy of Southern California, and, for the calendar year 2014, the growth was slow but consistent. The County's traditional economic strength in agriculture, food processing, and mineral production is supplemented by the prominence of the service industry, small manufacturing businesses, the electronics industry, tourism, the biotechnology giant, Amgen, and the military presence of the Naval Base Ventura County at Port Hueneme and Point Mugu.

Home to two universities (California State University Channel Islands and California Lutheran University), and three community colleges, multiple university extensions, institutes, and adult schools, the county enjoys a strong structure for workforce development. With its mild climate, geographical diversity including beaches and pristine and rugged wilderness, year-round recreational and cultural opportunities, strong economic base and proximity to major metropolitan amenities, the County is a great place to live and work.

County Government and the Human Resources Department

Ventura County is a General Law County with policymaking, budget approval, and legislative authority vested in a five-member Board of Supervisors. The supervisors are elected on a nonpartisan basis by geographic districts for four-year staggered terms. The Board



appoints the County Executive Officer who generally appoints the non-elected department heads that are not otherwise appointed by law. The County's elected department heads are the Assessor, Auditor-Controller, Clerk and Recorder, District Attorney, Sheriff, and Treasurer-Tax Collector.

With 8,345 full-time employees organized into 25 different agencies, departments and special districts, and an annual budget of over \$1.8 billion, the County provides a full range of services, including general government (administration, central services, elections, and plant acquisition), public protection, (law enforcement, fire protection, watershed protection, County portion of State judicial, and detention functions), public ways and facilities (construction and maintenance of roads), health and sanitation (public, behavioral, and environmental health), public assistance, and education (libraries). In addition, the County operates the Medical Center, Health Care Plan, two airports, Channel Islands Harbor, Waterworks Districts (sanitation and water services), and Parks (recreational activities).

Human Resources is a department within the County Executive Office and operates with a staff of 41 FTE's and a budget of over \$4.5 million providing personnel services to County agencies, employees and applicants, including recruitment, employee training and development, benefits administration, health promotion and work/family balance. The County has a combination of centralized and decentralized human resources with certain agencies handling their own specialized recruitments and processes.

The Position and Ideal Candidate

The Director of Human Resources reports to one of the three Assistant County Executive Officers. Directly reporting to the HR Director is an Assistant Director, the EAP Program Manager and a Management Assistant.

Key priorities for the new director will include the integration of the Health Care Agency HR function and its 17 employees back into the centralized HR Department. Other projects include oversight of several market based compensation studies, strengthening the health insurance alternatives for employees as well as

out of area retirees, and implementation of a standardized competency based ePerformance evaluation system. Continued attainment of key organization performance metrics, i.e. recruitment completion timeframes), are also high priority goals for the position.

First and foremost, the ideal candidate will have a clearly defined customer service focus, for both internal and external customers, with a personal style that will enable him/her to quickly become a part of the close knit, team orientated County Executive Office. Building positive and trusting relationships with internal customers and bringing creativity and innovation to the organization are also valued skills. A collaborative and participative approach, a commitment to diversity, as well as strong traditional administrative and management abilities will be necessary. Familiarity with the Lean 6 Sigma program and an understanding of performance measurement systems are also of importance. Alignment with the County's pursuit of excellence in public service and a commitment to supporting others in the achievement of countywide goals will be key for success in this position.

A BA/BS degree in Human Resources, Personnel Management, Public Administration or a related field is required, as are at least five years of increasingly responsible experience in the administration of public programs in a leadership capacity, including the supervision of professional staff. A Master's degree is highly desirable.

