

Compensation and Benefits

The County offers a comprehensive and competitive compensation and benefit package. The base salary range for this position is \$124,767 - \$151,655 annually, DOQ. The excellent benefits package includes:

- ◆ **Retirement** – CalPERS with a 2% @ 60 formula for Classic PERS members. Employee pays own contribution of 7% (paid as a pre-tax deduction). For new PERS members, 2% @ 62 with the employee contribution of 6.25%. The County participates in Social Security.
- ◆ **Longevity Pay** – Employees are eligible to receive an additional 2.5% longevity pay, per level, after the completion of continuous service at 10, 15, 20, 25, 30, and 35 years. Employees may receive credit for prior years of service employed with California cities, counties, joint power authorities, and other special districts as approved by the Director of Human Resources and the County Administrator.
- ◆ **Medical Insurance** – CalPERS medical insurance. Family coverage is \$1,393.18 per month
- ◆ **Dental and Vision Insurance** – County pays 100% of cost.
- ◆ **Holidays** – 12 Fixed Paid Holidays per year:
- ◆ **Vacation** – Accrual at the rate of 6.16 hours per pay period.
- ◆ **Administrative Leave** – 80 hours annually granted on July 1.
- ◆ **Deferred Compensation** – 457 plan, with the choice of three providers. County contributes a dollar-for-dollar match to a maximum of \$5 per pay period.
- ◆ **Life Insurance** – 1.5 times employee's base yearly earnings to a maximum of \$350,000. Employees may purchase supplemental life.
- ◆ **Education Allowance** – Tuition reimbursement is available to a maximum of \$1,100 per fiscal year.
- ◆ **Sick Leave Accrual** – Full-time employees earn 3.70 hours per pay period. There is no limit on maximum accrual.
- ◆ **Flexible Spending Accounts** – The County offers three different Flexible Spending Accounts for Health Care Reimbursement, Dependent Care Reimbursement, and Transportation Expenses.
- ◆ **Long Term Disability** – Long Term Disability insurance coverage is paid for by the County
- ◆ **Employee Assistance Program (EAP)** – The County provides an Employee Assistance Program through MHN for employees and their eligible dependents.
- ◆ **Retiree Health** – The County offers a Retirement Health Savings (RHS) account. Upon retirement from the County, 100% of accumulated unused sick leave accruals will be paid tax-free into the RHS account.



The Process

To apply for this 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:

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



This recruitment will remain open until the position is filled. Resumes will be reviewed upon receipt and applicants that appear to possess the desired background will be contacted and interviewed by Avery Associates. Following the preliminary evaluation by the firm, candidates may be presented to the County for additional consideration.

Prior to the hiring interview with the County, finalists will be required to submit a background packet and will be subject to a background investigation. If you have any questions regarding this position, please feel free to contact Paul Kimura at solanocountyit@averyassoc.net or 408.399.4424.



The County of Solano

*invites your interest
for the position of*

Assistant Director of Information Technology



Solano County

Solano County is a special place, with its inviting mix of rural and suburban lifestyles and easy access to all of the urban amenities associated with two of the nation's most dynamic metropolitan regions. Situated midway between San Francisco and Sacramento - the State capitol, Solano County is home to rolling hillsides, waterfronts and fertile farmland. County residents can enjoy day trips to the San Francisco Bay Area, Lake Tahoe region and the Napa and Sonoma Valleys. Thanks to a mild climate, plenty of open space, proximity to lakes, rivers and mountains, residents can enjoy year round outdoor recreational activities like fishing, boating, skiing, hiking and biking.



Solano County is a growing community that reaps the benefits of its ideal location for those who live and work here. The blend of agriculture, corporate business and pleasant lifestyle enhance the attraction of Solano County. The County limits residential and commercial development outside of cities, thus preserving approximately 80 percent of the land for open space or agricultural uses. Blessed with a thriving agricultural economy, the County is also home to biotechnology and other growth industries.

With its strategic location, affordable housing, natural and human resources, history of responsible land use planning and attractive quality of life, Solano County has entered the 21st Century with a promising future as a place to live, learn, work and play.

County Government and the Information Technology Department

The County encompasses over 900 square miles and has a population of over 427,000 residents, which are concentrated in the seven incorporated cities of: Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville and Vallejo. A five-member County Board of Supervisors governs Solano County. The Supervisors appoint a County Administrative Officer to oversee the day-to-day operations. The County Administrator was appointed in May 2011 and has over 22 years of experience with the County. County operations have a FY 2015-16 operating budget of over \$892M with a staffing allocation of over 2,900 employees.

The Department of Information Technology (DoIT) provides centralized support to all county departments in automating and improving delivery of programs and services to the public. For FY 2015-16, the Department will operate with a budget of almost \$22M and an approved staffing level of 53 full-time County staff and 44 contractor staff. DoIT is now at the outset of organizational transition focused on expanding its technical capacity to provide greater levels of service and value



to its customers. This shift creates an Assistant Director and four new Infrastructure Operations Management positions. All are designed to create a more seamless "bridge" in connecting IT infrastructure services (which has been contracted for over 20 years) with the operating divisions within IT that handle applications development and support, and with the customers that IT serves.

The Position of Assistant Director and Ideal Candidate Profile

This is a newly created position reporting to the County CIO and will be the sole Assistant Director in the DoIT. The position represents a critical leadership role in the migration to the new service delivery model and will provide oversight and day-to-day operational management while also serving as a member of the County's executive management team.

The key priority is to actively lead the implementation of the new service model. This will require exceptional facilitation and relationship skills with a proven ability to influence others and positively interact at all levels of the organization. The Assistant Director will oversee the four new Infrastructure Operations Managers and over time, will adjust and adapt the model and positions to best address client needs and organizational goals.

Progressive leadership is a critical component of this role as the need is to implement positive change, provide creative solutions and identify innovative approaches to the department and customers of DoIT. The ability to think, act and operate at a strategic level, and to provide pragmatic and effective business solutions, while adapting and adjusting to an evolving work environment are all essential attributes. A coaching, mentoring and engaged operational style is expected in this position, as is excellent administration and management skills. The wide range of technology needs and initiatives within county operations requires exceptional technical capabilities including experience with and knowledge of applications development methods and processes. As a support organization, the expectation is to provide pragmatic business solutions and exceptional, value-added services to users. The Assistant Director will model and reinforce the approach and behavior reflective of those goals.

The ideal candidate for this position will have a well rounded and professional IT background that includes at least four years of professional management including experience with medium to large information systems,



familiarity with current and future applications of information technology and trends in the field of information technology. Public sector IT experience is required, although the perfect background would include both public and private sector experience at the professional level. A Bachelor's degree in MIS, Computer Science, Information Technology or a related field is required and a Master's degree is preferred.

