

## **Compensation and Benefits**

The County offers a comprehensive and competitive compensation and benefit package. The base salary range for this position is \$115,495 - \$140,385 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 \$1430.11 per month.
- ◆ **Dental and Vision Insurance** – County pays 100% of cost.
- ◆ **Holidays** – 12 Fixed Paid Holidays per year.
- ◆ **Vacation** – Accrual at the rate of three weeks per year; accrual at the rate of four weeks beginning year 10.
- ◆ **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 12 days per year. 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**

If you are interested in pursuing this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at [www.averyassoc.net/current-searches/](http://www.averyassoc.net/current-searches/) to upload your letter of interest, resume, salary history and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place.)

Paul Kimura and/or Cris Piasecki  
Avery Associates  
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Los Gatos, CA 95030  
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The final filing date for this recruitment is July 10, 2017.

Resumes will be reviewed 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 or Cris at [solanocountyit@averyassoc.net](mailto:solanocountyit@averyassoc.net) or 408.399.4424 or Cris Piasecki at 408.234.2025.



# *The County of Solano*

*invites your interest  
for the position of*

# **Information Technology Systems and Programming Manager**

## **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.

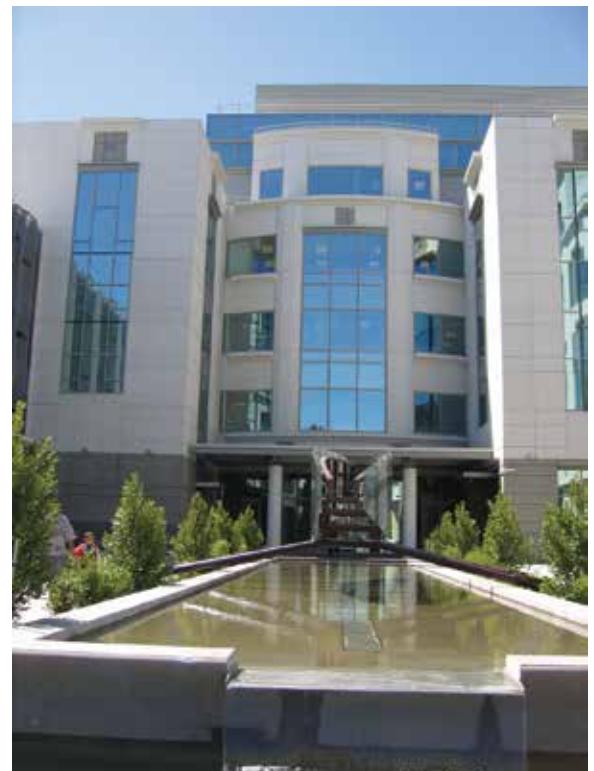


Solano County is a growing community that reaps the benefits of its ideal location for those who live and work here. The blend of agriculture, corporate business and pleasant lifestyle enhance the attraction of Solano County. The County limits residential and commercial development outside of cities, 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. County operations have an operating budget of approximately \$900M 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. The Department has an operating budget of over \$20M 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 management positions. All are designed to create a more seamless "bridge" in connecting IT infrastructure services with applications development and support, with the customers that IT serves, and to plan and implement secure, flexible, and resilient technology delivery platforms that will meet the County's needs for the future.

## **The Position and Ideal Candidate Profile**

This position will report to the Assistant Director of Information Technology and will fill a critical leadership role in the migration to a

new IT service delivery model. The Systems and Programming Manager will plan, organize and direct an electronic data processing division engaged in the design, development and administration of management information and data processing systems. He/she will also perform complex computer systems and data base design and administration and will serve as a member of the department's management/supervisory team.

This position will be responsible for the management and participation in the work of a team of professional programming staff engaged in the development, implementation and maintenance of data processing and management information systems for county departments and or programs. The new manager will be responsible for coordinating projects with senior management staff and directing the work of and providing technical expertise to division staff.

Progressive leadership is a critical component of this role as is the need to provide creative solutions and identify innovative approaches to the department and customers of DoIT. The ability to think, act and operate at both a strategic and operational level, provide pragmatic and effective business solutions, and adapt to an evolving work environment are all essential attributes.

This position requires a Bachelor's degree or higher from an accredited college or university with a major in Management Information Technology, Computer Science, or a closely related field and a well-rounded and professional IT background that includes at least three years of progressively responsible systems development experience which includes systems analysis and design, and supervisory and administrative responsibilities.

The ideal candidate will have the following desirable qualifications:

- ◆ Advanced working knowledge and experience in information technology project and portfolio management using all aspects of the Project Management Institute (PMI) best practices. A Project Management Professional (PMP) Certification is desirable.
- ◆ Strong coaching experience in developing project management related documents (e.g., system requirements, scope of work, request for proposal, project plan, resource plan, schedule, communication plan, and status reports).
- ◆ Advanced working experience in providing leadership and direction, monitoring workloads; developing standards and procedures; setting and measuring objectives for individual and team performance.
- ◆ Advanced working knowledge in leading the development and maintenance of IT strategic plans and developing IT Governance processes.
- ◆ Superior oral, written, negotiation, and presentation skills to communicate and influence various levels of leadership across the organization.
- ◆ Knowledge and experience in budget and financial management, chargeback, procurement, and contract management.
- ◆ Knowledge and experience with Business Relationship Management best practices (e.g., customer portfolio, service level agreements, customer satisfaction surveys, business processes, priorities, and formal complaints).
- ◆ Knowledge and experience working with the Information Technology Infrastructure Library (ITIL) methodology. Specifically, as it relates to Business Relationship Management, Financial Management, and Supplier Management.

