

# DIRECTOR OF COMMUNITY DEVELOPMENT

(Exempt)

## San Joaquin County

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370



Recruitment Announcement  
0519-HE1100-EX

San Joaquin County  
is an  
Equal Opportunity Employer

### THE POSITION

San Joaquin County is recruiting for a highly experienced Director of Community Development to lead the daily activities of the San Joaquin County Community Development Department and to provide executive-level leadership in the areas of planning, zoning, building inspection, code enforcement, community development block grant programs, fire prevention, and to serve as Secretary/Staff to the County Planning Commission and serves as Fire Warden. The position is appointed by the Board of Supervisors.

### THE DEPARTMENT

The Community Development Department divisions consist of: Planning/Development Services, Building Inspection, and Neighborhood Preservation/Fiscal. The 2018-19 department budget totals \$17.2 million with 57 allocated positions.

*The Planning/Development Services Division:* assists the Planning Commission and the Board of Supervisors in the areas of comprehensive planning and community development.

*The Building Inspection Division:* protects the public's health and safety by regulating new building construction, inspecting existing buildings, investigating fires, and by reviewing and regulating all new development projects, as provided for in local and state law.

*The Neighborhood Preservation/Fiscal Division:* administers federal block grants and ensures compliance with regulations, initiates new programs and monitors activities in six Urban County jurisdictions, participates in the county's Continuum of Care process, and prepares federal and state funding applications.

### THE COUNTY

San Joaquin County (population estimated over 745,000) is located in Northern California's Central Valley and encompasses 1,391 square miles of land and 35 square miles of water, including the San Joaquin, Stanislaus, Calaveras and Mokelumne rivers. Approximately 58% of the county is farmland. Stockton is the county seat, and the other incorporated cities are Lodi, Tracy, Manteca, Lathrop, Ripon and Escalon. Affordable housing, the pleasant climate and proximity to the Bay Area and the Sierra Nevada have contributed to rapid population growth.



**SAN JOAQUIN**  
— COUNTY —  
*Greatness grows here.*

## **SAN JOAQUIN COUNTY**

A land of beauty, recreation and natural riches - from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy California beauty and nature, or music, arts and culture. San Joaquin County has what you're looking for.



## **ARTS & CULTURE**

Enrichment and entertainment can be found at many venues throughout the county: the Haggin Museum, San Joaquin County Historical Museum, Children's Museum of Stockton, Stockton Arena, Stockton Symphony, Stockton Civic Theater, Bob Hope Theatre, Lodi's Hutchins Street Square, Tracy's Grand Theater, Concerts in the Park, the local colleges and many galleries. Art, music, dance and theater choices abound.

Over 60 languages are spoken in one of the most ethnically diverse communities in California.

A constant celebration of cultures is found in the numerous festivals throughout the year that invite all community members to share food, music, dance, folklore, customs and traditions.

## **RECREATION**

San Joaquin County government operates nine community parks for boating, hiking, camping, picnicking, swimming and organized sports. The Downtown Stockton Arena and Ballpark, local college teams and sports complexes throughout the county provide both athletes and fans the chance to enjoy sporting events.

Enjoy the beauty of Lodi Lake Park and Nature Area and the Woodbridge Ecological Reserve. Micke Grove Park offers a zoo, amusement park, the Japanese Garden and the San Joaquin County Historical Museum to delight both children and adults.

The Sacramento-San Joaquin Delta offers the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Marina to north of Sacramento and offering access to the San Francisco Bay.

## **AGRICULTURE**

The county is one of the most agriculturally rich regions in California. Grapes are the leading commodity, with 98,000 bearing acres, much of that in wine grapes. Over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Almonds, walnuts, tomatoes and cherries round out the top crops, with an abundance of other produce. Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.



## **EDUCATION**

From preschool to higher education, the county has an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys University, and San Joaquin Delta Community College offer a wide variety of educational choices. The county's 14 school districts and 200 school sites provide families with a wide choice for children's educational development, including traditional schools, charter schools and alternative education, in addition to an excellent selection of private educational institutions.

## **HOUSING**

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas. Make San Joaquin County your new home. Housing ranges from new developments to established subdivisions to stately historic districts to peaceful country living and every type of housing in between.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

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San Joaquin County

## TYPICAL DUTIES

- Plans, organizes, directs, and leads the activities, functions, budgets and programs within the Community Development Department
- Establishes and implements departmental policies and procedures; ensures that assigned operations are in compliance with established policies, procedures, rules and regulations
- Reviews legislation affecting department operations and revises procedures accordingly; interprets and recommends changes in zoning, building, fire, and other ordinances
- Serves as staff advisor and secretary to the County Planning Commission; represents the Commission on County Planning matters before the Board of Supervisors
- Prepares, presents, and administers the departmental budgets; analyzes fiscal information and recommends cost-efficiency options and fee schedules
- Directs the grant search, planning, proposal, implementation, monitoring and reporting process, including the effectiveness of grant recipients
- Establishes and maintains cooperative and collaborative working relationships and represents the department to federal, state, and county officials, other counties, community groups and the public
- Meets and confers with various agents to negotiate effective solutions to difficult problems

## THE IDEAL CANDIDATE

In addition to the desirable education and experience, an ideal candidate will possess the following executive leadership qualifications:

- A high level of integrity and a strong sense of professional work ethics
- Extensive public-sector, development services-related management experience in comprehensive planning and community development
- Models strong leadership skills, and professional accountability as a department head
- Strong administrative, human resources, fiscal and organizational development experience
- Exercises good judgment and makes sound business decisions in directing activities
- Experience in managing and leading workloads for several divisions and experience in managing multiple initiatives
- Strong and articulate communications skills
- Ability to provide leadership direction, strategic planning and oversight to determine operational objectives, review operations to maximize efficiency, and improve service levels
- Demonstrates analytical skills, seasoned judgement and possesses a proven ability to effectively lead teams and collaborate with multiple departments, agencies, boards and commissions to attain common goals

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San Joaquin County

## COMPENSATION PACKAGE

### Annual Base Salary: \$152,110 - \$184,891

In addition to base salary, the County offers a comprehensive compensation package that includes:

- ◆ Cafeteria Plan: \$24,023 annual amount which is considered the employer's benefit contribution and may be used to purchase medical, dental, and vision coverage. Depending on the health plan selected, premiums not paid by the Cafeteria Plan allowance will be the employee's responsibility through a pre-tax deduction. Unused monies are paid as additional salary.
- ◆ A 5% employer contribution to the County's 457 Deferred Compensation Plan (valued from \$ 7,606 to \$9,245 annually)
- ◆ Vacation cash-out up to 15 days annually (valued from \$8,776 to \$10,667)
- ◆ An annual car allowance of \$7,020

Potential cashable compensation	Step 1	Step 5
Annual Salary	\$152,110	\$184,891
5% Deferred Comp	\$7,606	\$9,245
Vacation Cash-out 15 days annually	\$8,776	\$10,667
Cafeteria	\$24,023	\$24,023
Annual Car Allowance	\$7,020	\$7,020
<b>Total</b>	<b>\$199,535</b>	<b>\$235,846</b>

- ◆ 1937 Retirement Act plan — reciprocity with CALPERS
- ◆ 125 Flex Benefits Plan
- ◆ 12 days sick leave annually - unlimited accumulation
- ◆ 15 days of vacation leave (20 days after 10 years and 23 days after 20 years)
- ◆ 14 paid holidays per year
- ◆ 10 days administrative leave per year

For more benefit information, please access the county's benefits website at [sjgov.org/departments/hr/benefits](http://sjgov.org/departments/hr/benefits)

### Recruitment Incentives

May be available upon approval of the County Administrator:

- ◆ Reimbursement of qualifying moving expenses up to \$5,000.
- ◆ Vacation accrual rate consistent with candidate's total years of public service.
- ◆ Sick leave credit up to 160 hours of unreimbursed sick leave from the prior public sector employer.

## DESIRED QUALIFICATIONS

The minimum qualifications are desirable, all interested candidates are encouraged to apply.

**Education:** Graduation from an accredited college or university with a master's degree in urban or regional planning, business or public administration, architecture, engineering, or a related field.

**Experience:** Seven years of public sector, development services-related management work, including at least four years in urban or regional planning.

## REQUIRED QUALIFICATION

**License:** Possession of a valid California driver's license.

## APPLICATION AND SELECTION

Completed application package must include supplemental application and resume to be submitted to the Human Resources Division before the final filing date.

**Final Filing Date: June 21, 2019**

**Apply Online Today:**

Website: [www.sjgov.org/departments/hr](http://www.sjgov.org/departments/hr)

**OR**

Applications may also be obtained from and submitted to:

**San Joaquin County Human Resources**  
**44 N. San Joaquin Street, Suite 330**  
**Stockton, California 95202**  
**Phone: (209) 468-3370**

If warranted by the number of candidates, applications may be reviewed by a screening panel. If utilized, the screening panel will select those most qualified to be considered for participation in selection processes. Final candidates will be subject to a background investigation and reference check prior to selection interviews with the Board of Supervisors. Offer of employment will be conditional upon passing a drug screen and DOJ Live Scan.

This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions are at-will and are not governed by the Civil Service Rules.

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## SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application and resume to the San Joaquin County Human Resources Division. When answering the questions below related to your experience, please provide a detailed description that includes **the name of your employer, your dates of employment, and your job title.** These questions will assist us in evaluating your qualifications for this position.

1. Provide an overview of your public sector, development-services related management experience, including at least four years in urban or regional planning. Include in your summary your job title, your role, dates of employment, total number of employees you were responsible for managing, your operating budget, an organizational chart to understand your reporting relationships, and the total number of employees of the organization.
2. Describe your management experience overseeing staff in public sector, development-services related programs. Include the number of employees your supervised, their job titles, and the scope of your program responsibility.
3. Describe your budget experience, including the size and complexity of the budget, and your level of participation in the budget process.