

Placer County Health and Human Services Department

Invites applications for:

# DIRECTOR OF PUBLIC HEALTH

(Deputy Director of Health and Human Services)



Total Estimated Annual Salary (includes base hourly rate and additional pays):  
**\$154,570 to \$191,804**

**\*Annual salary at appointment based on qualifications and experience.** This recruitment will be open until filled. To be considered in the first round of interviews, please submit your application **no later than 5:00 PM on Friday, June 2, 2023**. To apply for this outstanding career opportunity, please submit an application via the County's website at [www.JobsAtPlacerCounty.com](http://www.JobsAtPlacerCounty.com).



## THE OPPORTUNITY

This is an extraordinary career opportunity to join a progressive and innovative county located in scenic Northern California. Placer County is an award-winning organization and a noted leader in the field of health and human services. The County seeks to attract highly qualified candidates for consideration that bring credibility, passion, and an innovative approach to the delivery of services to the community.

## COUNTY GOVERNANCE AND ORGANIZATION STRUCTURE

The County is governed by a five-member Board of Supervisors elected to four-year terms by voters within their respective districts. This governing structure has nearly all non-elected Department Heads reporting to the County Executive Officer. The County's budget for FY 2022/2023 is \$1.22 billion with a current staff of approximately 2,798 funded positions.

## HEALTH & HUMAN SERVICES DEPARTMENT

Health and Human Services (HHS) is a mission-driven organization working to build health and well-being in Placer County as leaders, innovators, and partners with our community to strengthen, support and protect all who live here. HHS carries out its mission and administers a diverse portfolio of programs through its six divisions, including:

- Public Health
- Adult System of Care
- Children's System of Care
- Human Services
- Environmental Health and Animal Services
- Administration

The successful candidate for this position will work closely with the Department Director/Interim Health Officer/Chief Psychiatrist and Assistant Department Director to lead a team committed to protecting and promoting community health throughout the county.

The HHS operating budget for FY 2022/2023 is approximately \$270 million with 783 positions.

## THE POSITION

The Deputy Director of Health and Human Services for Public Health (hereafter, Director of Public Health) is an unclassified, executive level position that reports directly to the Director of Health and Human Services. This position is responsible for the promotion, preservation, and protection of the community's health.

This Public Health Division is comprised of 72 funded positions and an annual budget of approximately \$18.9 million. It operates a host of programs including Public Health Nursing, Communicable Disease Control, Children's Medical Services, Tobacco Control, Substance Use Prevention, CalFresh Healthy Living, Women, Infants, and Children Program, Public Health Accreditation, and Vital Records. The Director of Public Health has senior management responsibility for planning, organizing, and directing the day-to-day operations of this division; setting priorities for division resources; serving as the lead member of the division's management team; exercising direct supervision over management, supervisory, professional, technical, and clerical personnel; and leading external affairs for the division.

## SAMPLE DUTIES

- Serve as executive team member; develop, initiate, and implement departmental policies, procedures, and systems; participating in the identification and allocation of fiscal, staffing, and material resources; and

contributing to the problem-solving, decision-making, and planning activities of the Department.

- Initiate, direct, and coordinate the design and development of integrated service plans; initiating collaborative efforts among relevant federal, state, and local agencies; acting as a representative of the Department of Health & Human Services with other County departments and outside organizations.
- Plan, direct, and administer the implementation and on-going management of multiple and significant client service programs within designated areas of responsibility in the most cost effective and service-oriented manner; facilitate and provide positive leadership to program, project, and multi-disciplinary team members.
- Direct, coordinate, and monitor the development of designated programs' work plans, priorities, and evaluation criteria; assign work activities, projects, and teams; perform the most critical and sensitive professional representation, facilitation, and negotiation tasks; monitor and evaluate work in progress and at completion to ensure compliance with program/project criteria.
- Identify and develop programmatic goals, objectives, priorities, and activities to be accomplished consistent with the Department's mission and priorities; develop strategies for the successful achievement of those priorities; direct and coordinate the implementation of accepted strategies and plans.
- Identify and develop new and/or modified programs that would promote and enhance the mission and priorities of the Department and its client services; initiate, oversee, and participate in the necessary research and analysis to justify the appropriateness of implementing the proposed program/project.
- Provide professional and managerial resources to the Health and Human Services Director and members of the Office of the Director; other deputy directors, managers, staff, and clients in a responsible and supportive manner that will maximize the Department's effectiveness, responsiveness, and in accordance with its mission and priorities.
- Represent the Department and act as liaison with a variety of pertinent federal, state, and local agencies/organizations to ensure communication with and input into all decision-making and data collection processes that impact the priorities and mission of the Health and Human Services Department as well as designated programs.
- Direct, supervise, and participate in the development and administration assigned program budgets; coordinating and directing the forecasting of funds

needed, researching and analyzing funding resources and availability, monitoring and reviewing budgets with program management and the Department's Administrative Services Division on an ongoing basis.

- Direct the investigation and resolution of complaints/concerns related to designated program areas and activities; identify and initiate solutions to major issues involving policy, client service delivery and organizational changes and directions.
- Organize, coordinate, provide leadership to, and participate in a variety of committees and task forces within the Department in response to identified needs, special assignments, enhanced communications, and the overall and on-going commitment to team management and the facilitation of employee empowerment.

## THE IDEAL CANDIDATE

The last three years have been among the most consequential for the field of public health. Locally, our Public Health Division mounted a herculean response to the first global pandemic in over a century and underscored our staff's profound call to service. All the while, staff have also helped prevent and control the spread of other communicable diseases; championed oral health; worked to make Placer a friendlier community for people experiencing dementia; coordinated medical services for children; enrolled pregnant women and new mothers in nutritional programs; provided vital documents; and so much more.

As the pandemic abates, Public Health must reflect on past efforts to advance health equity and use equity as a guide to ensure that all people have full and equal access to opportunities to enable them to lead healthy lives. Our next Director of Public Health will play an important role in advancing health equity, and by extension supporting the Department's related Strategic Plan priority; supporting and mobilizing our staff who have consistently provided excellent service to our community; and cultivating a culturally and linguistically responsive workforce, at all levels of the Division, capable of carrying out future priorities.

With this in mind, the ideal candidate will be a servant leader, a strong manager, and an innovative and accomplished professional with an ability to bring people, data, and ideas together to address community health issues. This effective leader will bring outstanding communication and problem-solving skills, deep subject matter knowledge, and a proven track record of working collaboratively with a wide range of people and organizations reflecting Placer County's diverse populations.

Moreover, the ideal candidate will be an articulate, patient, diplomatic and goal-oriented individual who is able to communicate effectively and help advance the priorities of HHS and the County of Placer. In addition, the ideal candidate will possess and demonstrate the following experience, skills, and abilities:



- Mentoring, leading, and motivating staff in a complex, integrated and multi-disciplinary service environment that fosters mutual respect, along with shared vision and culture.
- Ability to develop, implement, evaluate, and achieve organization-wide goals, as well as client services programs with a focus on successful outcomes that result in populations achieving self-sufficiency, improved health, personal safety, and dignity.
- Excellent interpersonal skills; team building, coaching, and supervising.
- Experience leveraging Public Health frameworks that promote policies, systems, and overall community conditions that enable health for all.
- Ability to maintain a steady sense of humor.

## PLACER COUNTY

Placer County presents a rapidly growing and prosperous community characterized by a healthy and mature economy, attractive business environment, and residents who benefit from a developed educational, safety, and healthcare infrastructure. It is consistently ranked first for its quality of life and is in the top healthiest counties in California. It is also home to Sierra College and William Jessup University, with plans for two additional universities to develop in the western part of the County.

Placer County contains approximately 400,000 residents, which includes those living in the cities of Roseville, Rocklin, Lincoln, Loomis, Auburn and Colfax, as well as unincorporated areas including the north shore of Lake Tahoe. The County is bordered by Nevada County to the north, the State of Nevada to the east, El Dorado and Sacramento counties to the south, and Sutter and Yuba counties to the west. The County Government Center is located in North Auburn.

Well known for excellent, award winning elementary and high schools, Placer County also offers a range of affordable housing options.

Outdoor recreation activities in Placer County are abundant all year long given its proximity to both the Sierra Nevada Mountains and Lake Tahoe. Activities range from hiking, biking, and horseback riding, to river rafting, snowshoeing, and skiing.

## MINIMUM QUALIFICATIONS

**Education**—Equivalent to a bachelor's degree from an accredited college or university. Designated positions may require major course work in specified and concentrated areas of study.

**Experience**—Seven years of increasingly responsible experience in a public health and/or human service agency, including at least four years of administrative and management responsibility.

**License**—Designated positions may require possession of a specific license to perform and/or oversee clinical functions in the State of California.

## COMPENSATION AND BENEFITS

The total estimated annual salary range for this unclassified management position is \$154,570 to \$191,804 which includes management leave (cash value), and a \$5,000 management cafeteria plan (annually). In addition, the County also offers an attractive benefits package as described below.

**Management, Sick Leave, Holidays and Vacation**—The County provides 100 hours of management leave to be used as time off or cash-in, as well as 12 paid days of sick leave per year and 14 paid holidays per year. Vacation is accrued beginning at 10 days per year, increasing to a maximum of 25 days per year with 20 years of service.

**Cafeteria Plan**—The County provides \$5,000 per calendar year that can be taken in cash or used for unreimbursed medical expenses, unreimbursed dependent care expenses, or 401(k) plan contribution.

**Deferred Compensation**—Voluntary 401(k) is available through payroll deductions. The County will match one dollar for every two dollars in employee contributions made to a 401(k) account up to a maximum employer contribution of \$1,500.00 per employee per calendar year.

**Education Allowance**—Tuition reimbursement is available for approved classes up to a maximum of \$1,200 per fiscal year.

**Health, Dental and Vision Insurance**—Health coverage is available through California Public Employees' Retirement System (CalPERS) with the County paying 80% of the selected plans total premium for employee. Dental and Vision insurance are fully paid by the County for the employee; the employee pays the premium for dependents.

**Life Insurance**—A fully paid double indemnity life insurance policy of \$50,000 is provided for the employee. An accidental death policy of \$10,000 is also fully paid by the County.

**Retiree Medical**—Placer County employees hired prior to January 2, 2005, receive the same County medical contribution as active employees upon retirement with five years of PERS service credit.

Employees hired after January 2, 2005, receive 50% of the County medical contribution upon retirement with ten years PERS service credit inclusive of five years of Placer County service. Employees receive an additional 5% of the County medical contribution for each additional year of service up to 20 years.

**Retirement Plans**—Employees are covered by Social Security and the California Public Employees Retirement System (CalPERS). Placer County has three pension tiers for miscellaneous members, 2.5% at 55, 2% at 55 and 2% at 62. The tier an employee is placed in is dependent upon hire date and CalPERS membership date. Beginning January 1, 2013, all new hires to Placer County who have not been members of CalPERS within the last six months will generally be placed in a 2% at 62 formula. Both the employer and employee contribute 6.2% into Social Security and 1.45% into Medicare.

## APPLICATION PROCESS

To be considered for this excellent career opportunity, please submit a completed application and an expanded resume (no more than five pages) via the County's website at [www.jobsatplacercounty.com](http://www.jobsatplacercounty.com).

This recruitment will be open until filled. Interested candidates are encouraged to apply immediately. To be included in the first screening, completed application materials must be submitted **no later than 5:00 PM on Friday, June 2, 2023**.

Appointment to this position will be contingent upon successful completion of a post-offer pre-employment background investigation, including fingerprint clearance, and medical evaluation.

## SELECTION PROCESS

An application appraisal screening will be conducted to select a reasonable number of the best-qualified candidates who will be invited to an interview. The interviews will be used to appraise the education, experience, and personal qualifications of each best-qualified applicant.

For additional information about Placer County, please visit the website at [www.placer.ca.gov](http://www.placer.ca.gov).



Thank you for your interest in employment with Placer County. Placer County is an equal opportunity employer and is committed to an active nondiscrimination program. It is the stated policy of Placer County that harassment, discrimination and retaliation are prohibited and that all employees, applicants, agents, contractors, and interns/volunteers shall receive equal consideration and treatment. All terms and conditions of employment, including but not limited to recruitment, hiring, transfer and promotion will be based on the qualifications of the individual for the positions being filled regardless of gender (including gender identity and expression), sexual orientation, race, color, ancestry, religion, national origin, physical disability (Including HIV and AIDS), mental disability, medical condition (cancer or genetic characteristics/information), age (40 or over), marital status, military and/or veteran status, sex (including pregnancy, childbirth and related medical conditions), or any other classification protected by federal, state, or local law. Please contact the Human Resources Department at least 5 working days before a scheduled examination if you require accommodation in the examination process. Medical disability verification may be required prior to accommodation.

## HUMAN RESOURCES DEPARTMENT Equal Opportunity Employer

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Main Telephone: (530) 889-4060  
[www.placer.ca.gov/jobs](http://www.placer.ca.gov/jobs)

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