

The County of Placer, California
is seeking a highly skilled professional for the position of

COMMUNITY DEVELOPMENT RESOURCE AGENCY DIRECTOR

Unclassified/At-Will Position



Annual salary: \$194,189 – \$242,486

Starting salary is dependent upon qualifications and experience



THE OPPORTUNITY

This is an outstanding career opportunity to plan, organize, and direct the activities and operations of the Placer County Community Development Resource Agency (CDRA). This position is responsible for directing county government functions which provide land use planning, infrastructure planning, management of natural resources, building and safety services, and other permit and land use services to the citizens of Placer County. This position will coordinate assigned activities with other departments and outside agencies and will provide highly responsible and complex administrative support to the County Executive Officer. Travel between the Auburn and Tahoe offices will be required.

VIBRANT COMMUNITIES WITH EXTRAORDINARY POTENTIAL

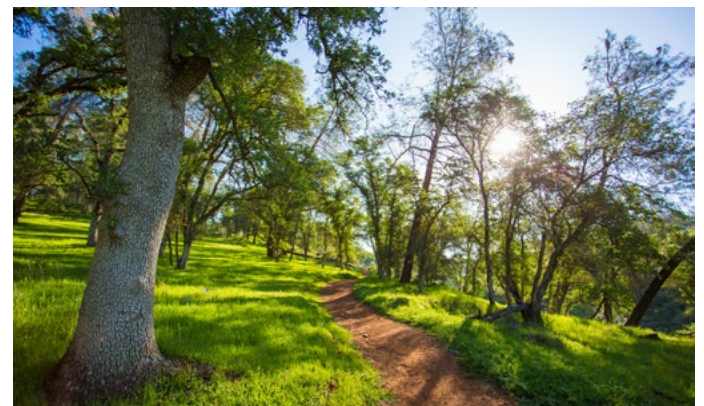
Placer County is an extraordinary community characterized by a healthy and diverse economy, attractive business environment, and residents who benefit from high quality educational, safety, and healthcare infrastructure, in addition to a wide variety of outstanding recreational opportunities. The government center of Placer County is located in Auburn and is well-positioned 30 miles northeast of Sacramento, the State capital. The total population is approximately 415,000 in both the unincorporated and incorporated (Auburn, Colfax, Lincoln, Loomis, Rocklin, and Roseville) areas of the County, including areas of the Sierra Nevada region and the foothills of Auburn, our historic Gold Country, and the gem of our county, North Lake Tahoe. Encompassing 1,506 square miles, Placer County is part of the greater Sacramento region, which also includes the counties of El Dorado, Sacramento, Sutter, Yolo, Nevada, and Yuba. Lake Tahoe, nature's crown jewel of the Sierra, is a short 90-minute drive from the western-most points of the county.

EMPLOYER OF CHOICE AND QUALITY OF LIFE

Meeting and exceeding community service demands requires a high-quality workforce that works collaboratively with its many partners and embraces innovative approaches. Placer County leadership is dedicated to supporting a high-performing workforce with a customer focus and commitment to continuous improvement.

Placer County is consistently ranked first for its quality of life and is in the top healthiest counties in California. Home to Sierra College and Jessup University, with plans for two additional universities to develop in the western part of the County, Placer also offers a variety of exceptional outdoor recreation opportunities and scenic open spaces. A wide range of housing options exist in the County including multi-family, small lot suburban and urban residential projects, ranchettes, larger rural residential properties, and extensive farmlands with a mix of farming and ranching opportunities.

Outdoor recreation activities in Placer County are abundant all year long, from hiking and biking to horseback riding, rafting on rivers, snowshoeing, and skiing. Placer County has a strong heritage as part of California's Gold Country and is considered the Gateway to the Sierra.



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. Six County officials elected at-large (Assessor, Auditor-Controller, County Clerk-Recorder-Registrar of Voters, District Attorney, Treasurer-Tax Collector, and Sheriff-Coroner-Marshall) are responsible to the Board on budgetary and operational issues, and the non-elected department heads report to the County Executive Officer. Placer County is stable financially due to fiscally prudent decision-making and effective policy setting over the past few decades. Given this stability, the County has been able to achieve its mission to provide responsive, efficient, and effective public services in keeping with its budget and financial policies. The County's budget for FY 2023/24 is approximately \$1.28 billion with a staff of around 2,800.

THE POSITION

Placer County has been one of the fastest growing counties in the state and country, including having the fastest rate of expected population growth and one of the fastest rates of expected job creation. The County has planned for and approved much-needed housing and related infrastructure to support this level of growth. Implementation and oversight of the approved planned developments will be a primary focus of the Agency for years to come. The Director of CDRA will oversee the agency's management team and perform a wide variety of executive-level duties including but not limited to:

- Coordinate activities of divisions to reduce or eliminate overlap; allocate new functions to the appropriate division; establish and interpret policies for subordinate managers.
- Direct and oversee policy development activities; plan for the short- and long-term goals and objectives for the Community Development Resource Agency; set goals for the various sections of the Community Development Resource Agency.
- Evaluate the effectiveness of the various programs in the Community Development Resource Agency and implement improvements as needed; direct the establishment of general priorities, including determining budgetary needs.

- Direct the preparation and evaluation of the Agency's budget; determine the relative priority of budget requests and meet with the Board of Supervisors and County Executive Officer to explain the reasons for these requests.
- Consult with and advise the Board of Supervisors, County Executive Officer, and County department heads on policies and plans involving the Community Development Resource Agency; meet with citizen groups, the media and business representatives of other governmental agencies to plan and coordinate items of common interest; discuss and explain new proposals with County department heads.

THE IDEAL CANDIDATE

The ideal candidate for this position will possess excellent interpersonal skills, will demonstrate a flexible and collaborative management style, will be a strategic thinker, and will work as a key member of the Placer County executive team. The individual selected to fill this position must be a confident and experienced professional with a reputation for high standards of ethical conduct, impeccable integrity, and will be able to foster a work environment that encourages internal and external stakeholder trust.

The ideal candidate will have a demonstrated mastery of California community development processes and applicable laws and have extensive high level experience managing community development initiatives and services for a large government agency in a high growth area. This individual will be skilled at coordinating multiple assignments to meet mandates, service needs, and program objectives and will regularly handle complex projects requiring expertise, sensitivity, and independent judgment while upholding a high level of commitment to customer service. The ideal candidate will successfully utilize independent judgment and will be skilled in measured risk taking and engaging staff in how to use measured risk.

QUALIFICATIONS

Candidates will need to possess the following background/qualifications:

Experience: Seven years of increasingly responsible experience in planning and community development, including three years of executive level responsibility.

Education: The equivalent to a bachelor's degree from an accredited college or university with major course work in planning, urban design, public administration, or a related field.

COMPENSATION AND BENEFITS

The annual salary range for this position is \$194,189 –\$242,486 (starting salary is dependent upon qualifications and experience) with an additional 4% general wage increase to be added on June 15, 2024. In addition, Placer County offers an attractive benefits package as described below. For a more detailed listing of benefits, please [click here](#) to view Appointed Department Head benefits.

- **Management, Sick Leave, Holidays and Vacation:** The County provides 100 hours of management leave to be used as time off or cashed out, as well as 12 paid days of sick leave per year and 14 paid holidays per year (two of which are floating holidays). 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 per employee per calendar year.
- **Automobile Reimbursement:** Assignment of a county vehicle or reimbursement of \$9,000 annually for use of private vehicle.
- **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.
- **Retirement Plans:** Employees are covered by Social Security and the California Public Employees Retirement System (CalPERS).

Annual Salary & Benefits	Step 1	Step 10
Annual Salary	\$194,189	\$242,486
Management Leave Cash Out (100 hours annually)	\$9,336	\$11,658
Cafeteria Plan	\$5,000	\$5,000
Annual Deferred Compensation	\$1,500	\$1,500
Automobile Reimbursement	\$9,000	\$9,000
Total Estimated Benefits	\$108,271	\$125,219
Total Estimated Annual Salary & Benefits	\$316,796	\$384,364
Net Total Estimated Annual Salary & Benefits Less Employee Cost	\$292,731	\$360,298

TO BE CONSIDERED

To apply for this excellent career opportunity, please submit a cover letter, a resume, and an application via the Placer County website www.jobsatplacercounty.com no later than **5:00pm on Monday, October 23, 2023**. Appointment to this position will be contingent upon successful completion of a post-offer, pre-employment physical examination and a background investigation, including a Livescan fingerprint clearance.

For more information about Placer County, please visit the website at 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 and retaliation is prohibited and that all employees and applicants shall receive equal consideration and treatment. All recruitment, hiring, transfer and promotion will be based on the qualifications of the individual for the positions being filled regardless of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer or genetic characteristics/information), age (40 or over), marital status, pregnancy, childbirth and related medical conditions, or any other classification protected by federal, state or local laws or ordinance.



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