

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

# ASSISTANT DIRECTOR OF ENVIRONMENTAL HEALTH AND ANIMAL SERVICES

(Assistant Client Services Program Director)

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Unclassified Management



**Annual Salary: \$117,145.60 – \$146,286.40/year\* and an attractive benefits package**

*\*Annual salary at appointment based on qualifications and experience.*

This recruitment will be open until filled. To be considered for the first round of interviews, application materials **must be submitted by 5:00 PM on February 5, 2020.**

*A second screening will be conducted if needed.*

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 DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS)

By placing people first, HHS provides a unified system of quality services to safeguard the health and wellbeing of the people in Placer County communities and to realize its vision to help keep children, adults, and families healthy, and to ensure that animals are valued and cared for. Placer County HHS is dedicated to fostering a positive and community-based services approach between employees and our community—the Placer Model. In addition to reflecting innovation, the Placer Model is built on collaboration with many community and local agency partners and the foundational belief that the services provided must be research based, cost effective, and sustainable.

The Department consists of Administration, Adult System of Care; an integrated Children's System of Care; Public Health, Environmental Health and Animal Services; Human Services and Veterans Administration. These programs offer services throughout the County, with offices in the Auburn, South Placer, and the North Lake Tahoe areas. Services are offered on-site in other communities as well. In total, the Health and Human Services Department has 745 funded positions and a fiscal year 2019/2020 annual budget of \$212.2 million.

Placer County's commitment to local government services, innovative and effective management of the available resources and the outstanding professionalism and commitment of its employees has consistently resulted in quality-based outcomes that are among the best in the state. HHS is committed to transformational management and consistently engages the best and brightest of its management team to identify and implement service redesigns that directly benefit residents, businesses, schools, criminal justice systems, and the broad array of community partners we are honored to work alongside. This commitment to service redesign allows the department to grow state and federal funding while reducing the general fund contribution both in real dollars and as a percentage of operating costs.

## THE OPPORTUNITY

Placer County Health and Human Services is seeking an Assistant Director in their Environmental Health and Animal Services Division. The Assistant Director provides operational, programmatic, and personnel management for the Division, which has office locations in Auburn, Tahoe City

and Truckee. 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 that bring credibility, passion, and an innovative approach to the delivery of services to the community.

The work of the Division is comprehensive and wide-ranging. The Environmental Health program uses regulatory and educational tools to prevent disease and injury by working with the regulated community to help eliminate or minimize environmental health hazards and provide quality public health services. Environmental Health programs include coordination with the planning, zoning and building divisions to complete environmental review of the County's land development projects proposals and review and approve on site wastewater treatment system design. The Hazardous Materials and Solid Waste program manages compliance and conducts inspections that include; underground storage tank regulation, hazardous materials release remediation, inspection of monitoring well construction standards permits, and reclamation facility inspections. The consumer protection program includes safe drinking water compliance standards, and water well construction permits, retail food facility inspections, public swimming pool inspections, and compliance inspections and enforcement of substandard housing.

The Animal Services Division includes both Animal Control services provided throughout the unincorporated area of the County as well as a number of contracted cities, and animal care and sheltering services. The Animal Control program is responsible for the management of stray, injured or dead animals, animal abuse and neglect investigations, investigation of domestic animal bites to prevent rabies exposure, education on humane treatment of animals, responding to reports of barking dogs and dangerous animals, enforcing state law and County ordinances regulating animal care and welfare, and inspection of commercial kennels for humane animal treatment standards. The Animal Care program operates in a new state of the art shelter facility which cares for nearly 3,000 animals each year. The Animal Care program is one of the most successful municipal facilities in the state that implements several very progressive training and adoption programs that has resulted in a live release rate of approximately 92% in 2018.

## QUALITY OF LIFE

Placer County is a delightful place to live and work. The Placer County headquarters in Auburn is only 35 miles from Sacramento and 100 miles from San Francisco and Reno. Stretching from the suburban outskirts of the Sacramento Valley to the mountains of the North Lake Tahoe region, quality of life in Placer County is truly the key to its attractiveness. The County's expansive elevation and landscape encompasses valley grasslands, oak-covered foothills, and snow-capped mountains. Recreational prospects abound in the County's numerous rivers, lakes, state parks and ski resorts. Three vibrant suburban communities make up the south and western areas of Placer County and offer world-class shopping and dining, cultural activities, and the chance to tee off at one of several championship golf courses. The foothills, home to the world-famous Gold Country, offer well-stocked rivers and tree-lined lakes. In the spring and summer months, adventure seekers can compete in the annual Western States Endurance Run/Ultra Marathon and the Western States Endurance Ride/Tevis Cup; search for gold on the American River; hike old wagon trails through the Tahoe National Forest and Auburn State Recreational Area; or enjoy the Big Tree Grove, waterfalls, camping, backpacking, and nature photography. Water enthusiasts of all skills levels can enjoy canoeing, kayaking, and white-water rafting trips on the picturesque American River. The High Country offers adventure as well as rest and relaxation. The resorts of North Lake Tahoe provide abundant opportunities for hiking, camping, mountain biking, horseback riding, and boating during the summer and fall seasons. Winter and early spring bring skiing, snowboarding, snowshoeing, ice skating, sledding, and snowmobiling in and around seven ski resorts, including the world-renowned Squaw Valley. Year-round entertainment and cultural activities are available at numerous musical and festival events, local galleries, theaters, museums, boutiques, specialty shops, farmers markets, and extensive wine-tasting venues. From east to west, Placer County offers open space for peace, quiet, or adventure to enjoy leisure time to the fullest.

The County's diverse landscape, moderate climate, stable geography, and low crime rate contribute to its high quality of life. Residents can be a short drive from work while enjoying the opportunity to live in a suburban community, a small town, a farm setting, or the urbanized valley. Moderate, dry days and cool nights characterize the summer months in Placer County. The County's rainy season occurs between November and April; but excessive rainfall and damaging windstorms are rare. The Sierra Nevada snowfields offer beautiful scenery and winter recreation while providing a major source of water during the dry summer months. Ground stability is an important factor in relocation of both residence and business and Placer County is located in the state's lowest shaking hazard area. The Sacramento Region ranks among the lowest in the state

for the probability of a major earthquake. The County's property crime rates are below the state average and the lowest when compared to the Sacramento Region and the Bay Area with a violent crime rate that is approximately half of the other areas' rates. Placer County residents enjoy high-quality, comprehensive medical services and are served by three major acute care hospitals. This distinctive area gives you the opportunity to explore the lifestyle of country living with big city convenience while bringing you closer to nature and surrounding you with history.

## THE IDEAL CANDIDATE

**In addition to the minimum education and experience requirements, the ideal candidate for this management position will possess and demonstrate:**

Experience managing an organization that emphasizes cooperation, accountability, and responsiveness and ability to communicate effectively with division staff, community stakeholders, and the clients we serve. This candidate will be a strong organizational leader with management supervisory experience, budget management skills, and accomplished programmatic expertise. A demonstrated ability to develop innovative approaches to service, creativity, communication and consensus building, along with a track record of working with a broad range of people and organizations reflecting a diverse cultural and economic population is desired. The ideal candidate will also have experience in performance evaluations and progressive discipline, human resources management, contracts management, organizational design and change management.

## MINIMUM QUALIFICATIONS

It is the responsibility of applicants to identify in their application materials how they meet the minimum qualifications listed below.

- **Experience:** Five years of increasing responsible experience in a public/environmental health and/or human service agency, including at least three years of administrative and management responsibility.
- **Training:** Equivalent to a bachelor's degree from an accredited college or university with major course work in any of the biological or physical sciences, environmental health science, engineering or a related field.
- **License or Certificate:** Possession of registration as an Environmental Health Specialist issued by the State of California Department of Public Health. Possession of a valid driver's license and proof of adequate vehicle insurance is also required.

## COMPENSATION AND BENEFITS

**Salary:** The annual salary range for this unclassified management position is \$117,145 – \$146,286. Starting salary will be dependent upon qualifications and experience. In addition, the County offers an attractive benefits package, including:

- **Management/Annual Leave:** The County provides management employees 100 hours of management leave to be used as time off or paid in cash.
- **Holidays:** 13 paid holidays per year.
- **Vacation:** Employees accrue 10 – 25 days of vacation annually based on years of service.
- **Sick Leave:** 12 days per year.
- **Cafeteria Plan:** The County provides \$4,000 per calendar year to be taken in cash, deposited in a medical spending account, dependent care spending account or a sponsored 401(k) plan.
- **Health, Dental and Vision Insurance:** Health coverage is available through CalPERS with the County paying 80% of the selected plan's total premium. Dental and vision insurance and fully paid by the County for the employee, with dependent coverage available at employee's expense.
- **Life Insurance:** The County provides a double indemnity life insurance policy of \$50,000 and an accidental death policy of \$10,000. Additional coverage may be purchased by the employee.
- **Retiree Medical:** Employees hired prior to January 1, 2005, received the same County medical contribution as active employees upon retirement with five years PERS service credit. Employees hired after January 1, 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:** The County participates in Social Security and the California Public Employees' Retirement System (CalPERS). Due to recent California Legislative action, your CalPERS Pension formula is dependent upon your hire date with Placer County. Both a 457 deferred compensation plan and a 401(k) plan are available at the employee's option.

## APPLICATION AND SELECTION PROCESS

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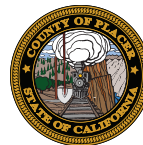
### HUMAN RESOURCES DEPARTMENT Equal Opportunity Employer

145 Fulweiler Avenue, Suite 200  
Auburn CA 95603

Main Telephone: (530) 889-4060

[www.placer.ca.gov/jobs](http://www.placer.ca.gov/jobs)

*Placer County is an equal opportunity employer and is committed to an active nondiscrimination program.*



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