

The County of Placer, California

Is seeking a highly skilled professional for the position of

TAHOE OPERATIONS MANAGER

Principal Management Analyst

(Unclassified/At-Will Position)





COUNTY EXECUTIVE OFFICE

The County Executive Office is responsible for supporting and implementing Board policies and priorities, providing organizational direction and leadership, coordinating strategic and regional planning efforts, and fostering efficient and effective management of county workforce and activities.

THE OPPORTUNITY

Placer County is currently accepting applications for Tahoe Operations Manager (Principal Management Analyst). The Tahoe Operations Manager is a key leadership position in the Placer County Executive Office, providing administrative oversight, community relations partnerships, project management, and operational guidance to CEO staff throughout North Lake Tahoe and Eastern Placer County. This position will be responsible for ensuring implementation of countywide policies and initiatives, coordinating with internal departments throughout the County, and collaborating

with external agencies (Tahoe Regional Planning Authority, Tahoe Transit District, Public Utility Districts, Tahoe Conservancy, etc.) and multiple community partners at the local, regional, state, and federal levels within the Eastern Placer County region.

Working under the direction of the County Executive Officer, or assigned designee, this position will assist in implementing the County's multi-disciplinary operational strategies within the North Tahoe basin area. This will require extensive internal and external stakeholder involvement to implement and deliver results on the administrative direction from the County Executive Officer and policy direction from the Board of Supervisors.

The successful candidate must develop a strong and thorough understanding of the organizational and legislative priorities of the region. Prior professional background in a local government setting is beneficial, as well as experience overseeing complex, community-wide projects and/or managing

program administration. The ideal candidate will be self-motivated and outcome-focused while ensuring community collaboration and input remain a core focus. In addition, the Tahoe Operations Manager will work closely with both the District 5 Supervisor's Office and key operational departments to address issues of community concern within the Tahoe Basin area. The position aligns with the Principal Management Analyst classification and is considered a management-level professional within the County Executive Office.

PLACER COUNTY

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 (located in Auburn) is well positioned 30 miles northeast of Sacramento, the State capital. The total population is approximately 386,000 in both the unincorporated and incorporated (Auburn, Colfax, Lincoln, Loomis, Rocklin, and Roseville) areas of the County. 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 is a short 90-minute drive from the western-most points of the County.

COUNTY GOVERNANCE AND ORGANIZATION STRUCTURE

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 2020/21 is approximately \$1.02 billion with a staff of around 2,600.

THE IDEAL CANDIDATE

Experience and Education

Qualified candidates will possess at least five years of increasingly responsible experience in public administrative, administrative analysis, including two years of supervisory responsibility. Candidates will also need to possess the equivalent to a bachelor's degree from an accredited college or university with major course work in business or public administration, political science, or a related field.

COMPENSATION AND BENEFITS

The annual salary range for this position is \$112,569 - \$140,608 (starting salary is dependent upon qualifications and experience). In addition, the County offers an attractive benefits package including:

- Annual Leave: The County provides management employees 100 hours of management leave to be used as time off or paid in cash. Employees also receive thirteen paid holidays per year and accrue 10 – 25 days of vacation annually based on years of service.

- 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: Choice of health insurance plans provided through CalPERS with the County paying 80% of the selected plan's total premium. The County pays for employee dental and vision insurance; dependent coverage is available at employee's expense.
- Life Insurance: County provided: life insurance \$50,000 and accident policy of \$10,000.
- Retirement Plans: The County participates in Social Security and the California Public Employees' Retirement System (CalPERS).

TO BE CONSIDERED

To apply for this excellent career opportunity, please submit a resume, a letter of interest, and an application via the Placer county website www.placer.ca.gov/jobs.

Applications must be received by the posted final filing deadline. Appointment to this position will be contingent upon successful completion of a post-offer, pre-employment physical examination and a background investigation, including fingerprint clearance. Placer County is an equal opportunity employer and is committed to an active nondiscrimination program.

