

NEVADA COUNTY, CALIFORNIA

INVITES YOUR INTEREST IN THE POSITION OF

**Health and Human Services Agency
Director**



AN OPPORTUNITY TO WORK IN ONE OF CALIFORNIA'S HEALTHIEST COUNTIES

The Opportunity

*This is an extraordinary career opportunity to join an organization dedicated to outstanding **customer service** and focused on the **health and well-being** of the community. Nevada County's Health and Human Services Agency is seeking to attract **proven administrators** who bring a **collaborative spirit and vision** to providing health and human services to residents throughout the County.*

Nevada County California

Established in 1851, historic Nevada County encompasses 974 square miles and includes the Town of Truckee, cities of Grass Valley and Nevada City, the County Seat. Residents enjoy a rural lifestyle with urban amenities (hospital, community college, thriving arts culture) and are only an hour from the State Capital and international airport. Nevada County is located in the foothills of the Western Slope of the Sierra Nevada, with access to a variety of recreational and cultural activities.

Recreational Opportunities

Nevada County offers many activities for the outdoor enthusiast. The area boasts two important state parks and acres of trails for hiking, mountain biking, or horseback riding. Nearby lakes are available for boating, swimming, and fishing. The Yuba River has many natural swimming holes, hiking trails, and, during spring runoff, attracts avid kayakers. Hike among the mountain wildflowers and breathtaking scenery at Donner Summit. Downhill and cross-country skiing is within a 45-minute drive of the County Administrative Center.

Arts and Cultural Activities

Nevada County is the only rural California County with two Cultural Arts Districts. It features art galleries, live theatre venues, museums, historic buildings, fine dining, quaint bed and breakfast establishments, and award-winning wineries. During the holiday season, Nevada City and Grass Valley play host to Victorian and Cornish Christmas, a tribute to their rich past. Visitors wishing to learn more about the County's history may visit GoNevadaCounty.com.

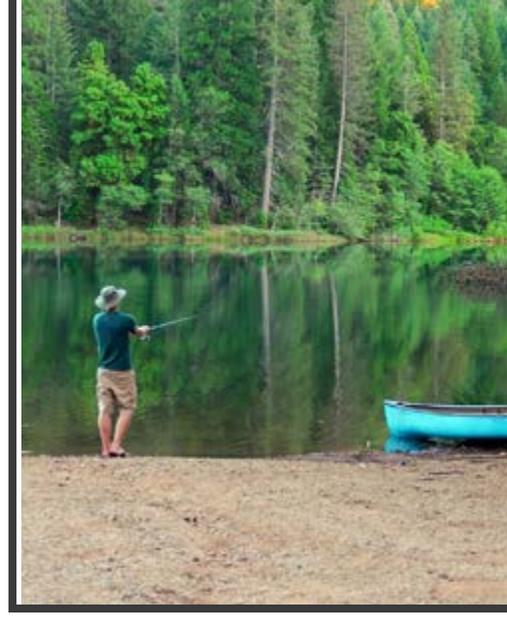
County Governance and Organization Structure

Nevada County is governed by a five-member Board of Supervisors elected on a non-partisan basis to serve four-year terms. The Board of Supervisors is the legislative and executive body of County government and also serves as the governing body of the Nevada County Sanitation District. Agency Directors report to Alison Lehman, County Executive Officer. The County budget for FY 2018-2019 is \$235.7 million with a current staff of approximately 800 employees. Nevada County leads all counties in CSAC credentialed executives and innovation awards.

The Health & Human Services Agency

The Health and Human Services Agency (HHSA) includes Behavioral Health, Child Support/Collections, Public Health, Social Services, Probation/Juvenile Hall, Public Defender, and Veteran's Services, which are co-located to deliver integrated services to families and individuals. ***Its mission is to protect lives, promote health and wellness, and provide support and services to help Nevada County residents meet their basic needs.***

The Health and Human Services Agency is the largest agencies within the County with a budget of approximately \$115 million and over 300 employees. Services are provided at five locations in Western Nevada County and an office in the Town of Truckee.



An opportunity for a uniquely qualified and non-traditional leader

The Position

The HHS Director is an at-will department head class and reports directly to the County Executive Officer. This position provides leadership and fiscal responsibility for the HHS departments and programs to ensure collaboration of services and resource management across the agency. The HHS Director is responsible for leading interdisciplinary initiatives to achieve the Board of Supervisors' annual objectives such as addressing homelessness and affordable housing, and maintaining fiscal stability and core services. The HHS Director is expected to develop and maintain strong relationships with community partners such as community based organizations, hospitals, and law enforcement to ensure community issues are addressed holistically while leveraging a variety of resources and expertise.

The HHS Director is a core member of the senior executive team to the entire county operation and works closely with the other two agency directors over Community Development and Information/General Services as well as with the Assistant CEO, Chief Financial Officer, Sheriff, Human Resources Director and other department heads. This team meets regularly to discuss county-wide issues or cross-disciplinary challenges and will champion an organizational development strategy and program in the coming years.

In addition, community and employee engagement are priorities to the County Executive Officer as well as employee development. The HHS director plays a critical role in moving these priorities forward within the Health and Human Services Agency, and county-wide.

Key Strategic Issues

The HHS Director will take a **holistic approach** to implementing strategies and solutions to address identified **Key Strategic Issues** that include:

- **Integration of Client Services** – Improve effectiveness and outcomes with ongoing coordination and implementation of various services delivered to the same family or individual.
- **Program Performance** – Develop and implement quality assurance and improvement to coordinate common quality measurement tools and improvement strategies across all departments.
- **Fiscal Sustainability** – Address the demand for stable client services and meet community needs and expectations, while optimizing resources and prioritizing operations.
- **Cultivate a Positive Work Environment** – Ensure a high level of performance that strengthens services utilizing existing talent. Work to optimize communication, workload, staff wellness, policies and procedures, training, and workforce development.
- **Enhance Intra-County Efficiencies** – Build partnerships with County-wide leadership that examine and clarify policies, procedures, and processes to enhance workflow and customer service.
- **Regional Partnerships** – Meet with County leaders and regional providers to explore opportunities to collaborate and regionalize services. Assess areas of potential collaboration and determine if feasibility studies are warranted.
- **Community Partnerships** – Expand and explore new opportunities to engage community organizations and resources in order to better meet the needs of County residents and strengthen neighborhoods.
- **Public Outreach** – Engage residents as partners in solving community health and human service challenges, empower customers to seek assistance and build self-sufficiency, and communicate the purpose and vision of the Agency through events, social media, stories, videos and traditional media channels.



photo by Doug Jones



The Ideal Candidate

The ideal candidate will be financially and politically savvy, and have personal traits and abilities that include:

- A balance of compassion and organizational agility to effectively address controversial and sensitive issues.
- Dynamic and collaborative, with the ability to anticipate and capture opportunities for private and public partnerships.
- Able to identify and align new models, and execute initiatives that enhance customer service across the agency and community.
- Fiscal responsibility, and the ability to optimize resources and predict and monitor flexible funding streams.
- Motivated by community engagement and strengthening current relationships by quickly gaining trust to improve access and services across the County.
- Integrity and strong core values that are demonstrated consistently throughout decisions and actions.
- Proactive and innovative, implementing solutions that are progressive and address future challenges.
- Engaged and focused on transparency, visibility, and educating the community about HHSA.

Qualifying Experience and Education

A typical combination of education and experience equivalent to the following:

Experience – Five (5) years of progressively responsible experience in public administration, including a minimum of four (4) years of administrative and management responsibility. This position also requires in-depth knowledge and experience in financial management as well as demonstrated experience in program development, implementation, and overall management of an organization. A broad exposure to programs with a similar client base, or experience in related fields that complement the preferred qualities is highly desired.

Education – Bachelor’s degree from an accredited college or university with major coursework in social science, health administration, counseling, business or public administration, or a related field. Master’s degree from an accredited college or university is preferred.

Compensation and Benefits

Effective July 2019, the annual salary range for the HHSA Director will be \$155,374 - \$189,683. In addition to a competitive salary, the County offers an excellent benefits package. Further information on compensation, benefits, or retirement specifics may be obtained through Nevada County Human Resources.

To Be Considered

To be considered, candidates must submit a complete application, attaching a compelling cover letter, comprehensive resume, proof of Bachelor’s or Master’s degree, and five (5) professional reference through an on line application process: <https://www.governmentjobs.com/careers/mynevadacounty>. Candidates will be required to sign a release form to authorize verifications to be conducted, including employment history, degrees obtained, and other certifications. Apply immediately; the recruitment is open until May 20, 2019. On-site interviews are tentatively scheduled for Monday, June 17, 2019. Confidential inquiries are welcomed to Mr. Steve Rose, Nevada County Human Resources Director, (530) 265-7046 or steven.rose@co.nevada.ca.us.