

CHIEF PROBATION OFFICER

Alameda County, CA





THE COMMUNITY

Alameda County is the geographic center of the San Francisco Bay Area, located on the east side of the Bay across from the San Francisco Peninsula. Commonly referred to as the “East Bay,” the region has been the fastest growing in the San Francisco Bay Area for more than two decades. The East Bay is popular because of its desirable location, incredible diversity, ideal climate, broad economic base, welcoming communities, and business opportunities. The County itself is one of the most culturally diverse regions in the country.

Alameda County offers a variety of popular destinations including theatre, world-class symphony performances, dining, and many top-rated accommodations. The County is also home to many popular attractions including, The Oakland Museum, Chabot Space and Science Center, the Oakland Athletics, and the Livermore and Tri-Valley Wine Country. In addition, there are numerous parks, trails, and championship golf courses to enjoy. The University of California, Berkeley and California State University, East Bay are just two of the distinguished academic institutions serving Northern California. Urban transportation options are extremely accessible including the Oakland International Airport, the Bay Area Rapid Transit (BART) system, and the San Francisco Bay ferry system.

THE COUNTY

Established in 1853, Alameda County has a population approaching 1.6 million residents making it the second largest county in the Bay Area and the seventh largest in the State. The County encompasses 14 cities including Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City as well as 6 unincorporated communities and rural areas that span a total of 738 square miles.

Alameda County employs approximately 9,000 employees working in 21 different agencies and departments and has an annual budget of over \$3 billion. As a major urban County, Alameda delivers a full spectrum of services, including general government and internal services, health care, social services, public works, criminal justice, and other public safety services for its community.

The County’s mission is to enrich the lives of its residents through visionary policies and accessible, responsive, and effective services. Its vision is to be recognized as one of the best counties in which to live, work, and do business.

For more information, visit <https://www.acgov.org>.

THE DEPARTMENT

The mission of the Alameda County Probation Department is *to support and restore communities by providing compassionate supervision and accountability to justice-involved youth and adults and provide preventive and rehabilitative services through evidence-based practices and collaborative partnerships*. It is also committed to its vision of making communities the safest in the nation.

The Department provides its services through its four divisions:

- **Adult Field Services Division** - provides supervision and specialized programming to justice-involved adults and works closely with community partners to deliver effective services. The division also conducts investigations, prepares presentence reports for the court, and represents the Department on probation matters while yielding improved results for high-risk clients.
- **Juvenile Field Services Division** - offers rehabilitative services to justice involved youth. Deputy Probation Officers serve in a number of roles, including youth advocate, case manager, and supervision officer. Many of the division’s programs, such as truancy and prevention services, focus on diverting at-risk youth from entering the juvenile justice system. Other programs address substance abuse, keeping youth active participants in their education, and reuniting families.
- **Juvenile Facilities Division** - is comprised of the Juvenile Hall and Camp Wilmont Sweeney, both located in the City of San Leandro. The Juvenile Hall is a 24-hour secure detention facility that houses youth awaiting court. Juvenile Institution Officers supervise youth who receive various services, including academic programming, job training, medical care, and mental health services, among others. Camp Sweeney houses adolescent males who are ordered into the facility by the Alameda County Juvenile Court. The program model emphasizes personal growth and provides education, behavioral health, and drug treatment services. Recently, funds have been allocated by the County to construct a replacement for Camp Sweeney, which will be a campus-like facility that houses both male and female youth and offers comprehensive programming and services.
- **Administration Division** - is comprised of a diverse array of units that support the efficient and effective management of the Department: Administrative and Financial Services, Administrative Support Services, Information Technology, Human Resources and Payroll, Training, Professional Standards, and the Volunteers in Probation (VIP) program. The Training Unit offers approximately 240 courses to sworn and non-sworn departmental staff on an annual basis and ensures compliance

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with the Board of State and Community Corrections' Standards and Training for Corrections. Together, these units enable the operations divisions to focus on their primary role of client supervision, services, and management.

The Department's annual operating budget of \$153.8 million supports 682 employees, of whom 486 are sworn peace officers. In 2018, the Department launched the Five-Year Strategic Plan: Vision 2023 which aligns with the County's Vision 2026 plan and reflects the Department's commitment to making its communities the safest in the nation. For more information on the Vision2023 plan, please visit: https://probation.acgov.org/probation-assets/files/Strategic_Plan_Vision.pdf.

THE IDEAL CANDIDATE

Alameda County is a highly respected organization known for its innovative achievements, and strong fiscal stewardship. For the next CPO, Alameda County seeks an experienced probation professional with an extensive background in leadership and collaboration, as well as a proven commitment to evidence-based practices. This person will have the ability to plan, monitor and execute programs.

The next CPO will embrace the opportunity to make positive contributions to the community he/she/they serve by achieving the following goals and objectives:

- Provide clients the tools for success through the use of evidence-based case management practices, including accountability measures designed to support positive behavioral change.
- Join with community-based partners to establish effective services that promote client success.
- Provide all clients with services and opportunities to support stable living and to thrive.
- Provide opportunities for all clients to successfully transition home.
- Align caseload and workload size to maximize client success.
- Consistently apply core correctional practices.
- Ensure that clients have access to a full continuum of services, including front-end diversionary and restorative opportunities.
- Ensure a family-centered approach to all client services.
- Develop and implement key strategies that address the needs of a workforce in a post-COVID-19 workplace environment.
- Promote a diverse and inclusive workplace culture that attracts and retains top talent.

The ideal candidate will be energetic, motivated and able to inspire action in others. The ideal candidate will be an inclusive manager and will bring outstanding managerial, interpersonal, and creative problem-solving skills to the Department. The selected candidate will have outstanding communication skills and be able to foster and maintain relationships with the unions, community and other stakeholders. Lastly, this person will take pride in leading the Department in continuing to strive for strategic goals, making positive impacts and building a high performing workforce to serve the community in years to come.

The Chief Probation Officer (CPO) is an at-will Department Head appointed by the Board of Supervisors who reports through and receives overall policy guidance from the County Administrator.

This position requires a qualifying combination of education and experience such as:

Minimum Qualifications:

Education: Possession of a Bachelor's degree from an accredited college or university in a field directly related to human services administration, such as Public Administration, Public Policy, Social Welfare, Psychology, Criminal Justice, Business Administration, or Public Service Management; AND,

Experience:

- The equivalent of two years of full-time experience at the level of Assistant Chief Probation Officer, or in an equivalent or higher level Probation Department classification in the Alameda County classified service; OR
- The equivalent of seven years of full-time increasingly responsible supervisory administrative or managerial experience at the level of Program Manager – Probation or an equivalent or higher level classification, which involved the supervision of a major staff support program or program division in an organization associated with the delivery of services in the fields of Probation, Corrections or other justice programs and services. A Master's degree in a directly related field may be substituted for two years of the required supervisory experience, OR
- Any combination of training, education and experience that is equivalent to one of the patterns listed above and will provide the required knowledge and abilities.

License: All candidates must possess a valid California Class "C" Motor Vehicle Operator's License and a good driving record according to DMV negligent operator guidelines and qualifications for automotive insurance. Possession of an automobile may be required.

SPECIAL REQUIREMENTS:

All applicants must meet all minimum standards for Peace Officer under Section 1031 of the Government code which includes:

- A person appointed to a position in this classification in the Probation Department must be a citizen of the United States or a permanent resident alien who is eligible for and has applied for citizenship at least one year prior to his/her application for employment.
- Must be at least 21 years of age at the time of appointments.
- Graduated from high school, attained a satisfactory score on a G.E.D. test or passed a California high school proficiency examination.
- Fingerprinted for purposes of search of local, state, and national fingerprint files to disclose any criminal record.
- Found free from any physical, emotional or mental condition, which might adversely affect the exercise of the powers of a peace officer, as determined by a licensed examining authority in accordance with the California Government Code.
- Within the prescribed time limit after date of appointment, satisfactory completion of training for probation officers as specified by the California Board of Corrections, Peace Officer Standards and Training PC 832 and any other training required under law.

- Any felony conviction is disqualifying, except if granted a full and unconditional pardon from the felony conviction.
- Willingness to perform work requiring irregular hours, holidays and weekends.

PHYSICAL REQUIREMENTS: Applicants must satisfactorily pass a thorough medical examination for Peace Officers and a psychological evaluation before job placement can take place. Employees currently employed in the Alameda County Probation Department, who hold a Peace Officer classification, will not have to complete a psychological evaluation in order to be eligible for appointment.

NOTE: The Civil Service Commission may modify the above Minimum Qualifications in the announcement of an examination.

COMPENSATION

The salary for this position is within an established annual range of \$200,616.00 to \$260,790.40 and will be dependent upon the qualifications and experience of the selected candidate. In addition, Alameda County offers a comprehensive and competitive benefits package that affords wide-ranging health care options to meet the different needs of a diverse workforce and their families. These benefits include but are not limited to:

For Health & Well-Being

- Medical Insurance – HMO Plans
- Dental Insurance – HMO & PPO Plans
- Vision Insurance Plans
- Share the Savings
- Basic Life Insurance
- Supplemental Life Insurance (with optional dependent coverage)
- Accidental Death & Dismemberment Insurance (with optional dependent coverage)
- County Allowance (Employer Credit)
- Flexible Spending Accounts - Health, Dependent Care and Adoption Assistance
- Short-Term Disability Insurance
- Long-Term Disability Insurance
- Voluntary Benefit Plans - Accident, Critical Illness, and Hospital Indemnity
- Employee Assistance Program

For Financial Planning

- Retirement Plan - (Defined Benefit Pension Plan)
- Deferred Compensation Plan (457 Plan or Roth Plan with County contribution)
- Employee Retirement Plan (401a Plan with County contribution)

For Work/Life Balance

- Car Allowance
- 11 paid holidays
- Floating Holidays
- Vacation and sick leave accrual
- Vacation purchase program
- Management Paid Leave
- Catastrophic Sick Leave
- Group Legal Plan
- Group Auto/Home Insurance
- Pet Insurance
- Commuter Benefits Program
- Guaranteed Ride Home
- Employee Wellness Program (e.g., At Work Fitness, Incentive Based Programs, etc.)
- Employee Discount Program (e.g., theme parks, cell phone, etc.)
- Child Care Resources
- 1st United Services Credit Union

Eligibility is determined by Alameda County and offerings may vary by collective bargaining agreement. This provides a brief summary of the benefits offered and can be subject to change.

HOW TO APPLY

Please apply **on-line** by **March 31, 2022** at www.allianceRC.com. For questions, inquiries or candidate recommendations, please contact:

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<https://www.linkedin.com/company/alliance-resource-consulting>

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