

CHIEF DEPUTY PROBATION OFFICER

County of Orange, CA





THE COMMUNITY

Located on the Southern California coast with a culturally diverse population of 3.2 million residents, Orange County offers a high quality of life and a nearly perfect climate year-round. Orange County has thirty-four incorporated cities with seven of these cities among the 200 largest cities in the United States. Orange County offers excellence in education; a low crime rate; a strong, diversified economy; and unlimited recreational opportunities.

Many corporate headquarters and leading technology and biomedical firms have made Orange County their home. John Wayne Airport, owned and operated by Orange County, is conveniently located for business and vacation travelers. Educational opportunities are plentiful with two State universities – California State University, Fullerton, and the University of California at Irvine, plus several private colleges and four community college districts. There are over 60 high school campuses and enough elementary schools to educate one and a half million students.

Visitors and residents alike have an opportunity to enjoy an abundance of world-class shopping, dining, and resort accommodations, as well as spectacular vistas with 42 miles of pristine, sandy coastline. The region offers a variety of amenities for those that seek an active lifestyle. From fishing to yachting, water sports of every kind abound on the beaches and in the harbors and marinas that dot the Orange County coast. Besides water sports and beaches, the sunny weather is perfect for golfing on world-class courses, hiking and mountain biking.

Orange County is also home to many of the state's most popular attractions, including Disneyland, Disneyland's California Adventure, and Knott's Berry Farm. The 2002 World Series Champion Angels baseball team and the 2007 Stanley Cup Champion Anaheim Ducks NHL team are exciting choices for sports enthusiasts. Cultural venues are abundant, including the theater, symphony, and orchestra performances and museums for adults and children.

THE COUNTY GOVERNMENT

Orange County is a Charter County governed by a five-member Board of Supervisors elected to four-year terms. The Board is supported by a group of dedicated, appointed or elected department heads. Together, the Board and the 22 departments (and respective divisions) that make up the County government strive to make Orange County a safe, healthy, and fulfilling place to live, work and play, by providing vital services to the community. The County's core businesses are public safety, public health, environmental protection, regional planning, public assistance, social services, and aviation.

THE PROBATION DEPARTMENT

The Orange County Probation Department enjoys a collaborative and team-focused environment. It has a well-established reputation for seizing opportunities, embracing ongoing education, and providing transparent communication and is dedicated to applying "effective and research supported practices" to help adults and juveniles involved in the justice system and their families successfully navigate and complete probation.

The department is comprised of 900+ employees, over 600 of whom are sworn staff, and has a FY 2022/23 operating budget of \$209 million. The department includes three bureaus: Adult Operations, Juvenile Operations, and Operations Support. Each bureau is comprised of several divisions with broad responsibilities including, but not limited to, supervising clients in the community and supporting their rehabilitation efforts; providing a safe environment for the youthful offenders in custody; ensuring honest, transparent, accurate and timely communication both internally and externally regarding functions of the department; and providing administrative and fiscal support for all functions.

Additionally, the Probation Department assists the criminal court system through investigations, probation reports, and community supervision of approximately 7,000 adult and 2,000 juvenile clients on court-ordered probation or in diversion programs. The Probation Department also operates the Orange County Juvenile Hall and two camps for youth. In addition, there are two Youth Reporting Centers serving North and Central Orange County.

Probation volunteers work in a variety of assignments, often directly with juvenile and adult probationers. Their volunteer service is rewarding as they help to turn lives around, thereby reducing the threat posed by convicted criminal offenders.

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THE OPPORTUNITY

Orange County invites engaging, trustworthy, and passionate probation leaders to apply for this exciting and impactful position.

Reporting to the County Probation Officer, the Chief Deputy Probation Officer will work as part of the executive team to assist all Probation staff and programs reach their full potential.

Key responsibilities of the position include:

- Provide highly responsible administrative and management assistance to the Chief Probation Officer by planning, organizing, directing, and reviewing all functions and activities of your specific bureau of the Probation Department
- Direct, supervise and guide assigned departmental staff by establishing goals, policies, and performance standards, conducting periodic evaluations of staff regarding their performance and career development consistent with the department's mission, vision, and strategic priorities
- Assist the Chief Probation Officer with the preparation of the department budget
- Consult and advise the Court, other County agencies, community-based organizations and the public regarding probation policy issues and participate in the development of standards and programs relating to those policies
- Consult and cooperate with other department managers, external criminal justice personnel and community partners on all aspects of probation services; discuss problems, develop alternatives and strategies for dealing with those problems; assist in the implementation of solutions as necessary
- Direct and counsel bureau staff in the planning, resource allocation, budgeting and information systems needed to meet the Department's goals and responsibilities

Goals and Challenges

- Unify and motivate the professional workforce in a challenging organization to function optimally
- Manage a department and bureau during an era of budget challenges and legislative mandates as the demand for services continues to change and expand
- Collaborate with the Court, external County agencies, and community-based organizations in allocating resources to support innovative programs for juvenile and adult offenders while maintaining effective core programs
- Oversee succession planning, recruitment, and staff retention to ensure positive progress within the Probation Department
- Align the goals of the Probation Department with the County's goals

THE IDEAL CANDIDATE

The ideal candidate is an experienced, well-rounded probation manager who is approachable, humble, and politically astute. This person is a hardworking, productive servant leader whose positive example fosters trust, loyalty, respect, commitment, and partnership. They engender a culture of collaboration and accountability. They empower, energize, motivate, and mentor staff to improve quality performance.

The best qualified candidate is an excellent communicator who can make effective and persuasive presentations to achieve consensus. They have a track record of delivering effective results including the implementation and application of evidence-based and trauma-responsive practices. They are an independent, strategic thinker and excellent problem solver, who develops innovative yet practical solutions to problems. They welcome new, creative ideas and appreciate differing opinions. They take potential impacts and ramifications into account prior to acting.

The successful candidate will be a diplomatic member of the Probation executive team who fosters teamwork. They will proactively foresee challenges, collaboratively develop solutions, and effectively create an environment for successful outcomes. They will be adept at effectively utilizing limited resources while maintaining a high level of services.

The selected candidate will be passionate about the positive results probation work can achieve and dedicated to helping probation staff and clients achieve successful outcomes.

Education, Experience and Special Requirements

- A bachelor's degree in a behavioral science or related subject and four years of experience in a supervisory class as a peace officer, at least at the level of Assistant Probation Division Director, in either of the following areas: 1) custody and/or rehabilitation of juveniles in a correctional institution, or 2) probation investigations and/or supervision of probationers; OR a combination of education and/or equivalent and relevant probation-related experience required to develop the knowledge and abilities listed above as minimum qualifications.
- Applicant must meet all requirements for peace officer and probation officer/institutional counselor status that are prescribed by the California Government and Penal Codes and regulations of the California Peace Officer Standards and Training Commission and California Board of Corrections for the class of Deputy Probation Counselor and/or Deputy Probation Officer II.
- Requires possession of a current and valid California Class C Driver License by date of appointment.

COMPENSATION

The annual salary for the Chief Deputy Probation Officer is \$137,675 to \$261,081; placement within this range is dependent upon qualifications. The County also offers an attractive benefits package that includes:

- **Retirement** – Retirement benefits are provided through the Orange County Employees' Retirement System (OCERS). Please go to the following link to find out more about Defined Benefit Pensions and OCERS Plan Types/Benefits: <http://www.ocers.org/active-member-information>
- **Retirement Reverse Pickup Contributions** – County of Orange employees are subject to an additional reverse pick up percentage. This is in addition to the normal employee contribution. More information is available on the OCERS website: <http://www.ocers.org>.
- **Additional Defined Contribution Plans** – 401 (a) plan County contributes 5% of the Executive Manager's bi-weekly salary (no employee contribution required); 457 (b) Voluntary participation.
- **Optional Benefit Plan (OBP)** – \$4,500 annually (pro-rated if hire or promotion occurs mid-year). Executive Managers may elect a taxable cash lump sum, OBP Health Care Reimbursement Account, and/or 457 Defined Contribution Plan.
- **Health Plan Coverage** – There are currently five different plans to choose from including two Preferred Provider Organizations (PPOs) Plans and three Health Maintenance Organizations (HMOs) Plans.
- **Employee Wellness Program** – Higher County contribution towards biweekly health premiums upon participation in the three-step wellness program each year. Additional resources and opportunities promoting personal health and wellness goals are available. For more information visit the Employee Benefits website at <https://hrs.ocgov.com/page/employee-assistance-program>.
- **Dental** – Dental PPO coverage administered by Blue Shield of California. County covers 100% of premiums for the full time Executive Manager and eligible dependents.
- **Life Insurance and Accidental Death & Dismemberment (AD&D)** – Basic amount of \$125,000; employee may purchase additional voluntary coverage.
- **Sick Leave** – During the first three years of employment, the accrual time rate will be .0347 hours of sick leave with pay for each hour of pay, which is approximately nine days annually. At the fourth year, the accrual time rate will increase to .0462 hours, which is approximately 12 days annually.
- **Vacation Accrual** – Initial accrual rate at .0577 hours for each hour of pay, approximately three weeks per year, up to a maximum of .0962 hours for each hour of pay, five weeks per year subject to negotiation.
- **Severance Payment** – In the event that at-will employment is terminated, and in addition to a payout for any accrued, unused Vacation Time, the Employee will receive a severance payment, equal to the sum of ninety calendar days of salary and the County's share of the costs of Employee's health insurance premiums.
- **Auto Allowance** – For at-will Executive Managers, a taxable monthly allowance of \$765.
- **Salary Continuance** – County will pay 60% of salary for approved applications.
- **Educational and Professional Reimbursement** – Up to \$10,000 per fiscal year.
- **Other Benefits** – Voluntary Dependent Care (DCRA) & Health Care Reimbursement Account (HCRA); Employee Assistance Program; Annual Physical.

For additional information about benefits, visit <https://hrs.ocgov.com/employeebenefits>.

HOW TO APPLY

Please apply **on-line** by **November 14, 2022**, at www.alliancerc.com. Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Alliance Resource Consulting. Candidates will be advised of the status of the recruitment following finalists' selection. Finalist interviews will be held with the County of Orange. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. If you have any questions, please do not hesitate to contact:

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