

County of Mendocino

Is accepting applications for the position of
**Assistant Health & Human Services
Agency Director**

Serving as the

Public Health Branch Director



Our Public Health Branch Mission

In partnership with the community,
our mission is to safeguard and promote
the health and wellness
of the people of Mendocino County



Montgomery Woods State Nature Reserve



Mendocino Village



River Kayakers

The County

Mendocino County is a picturesque rural county along California's north coast, two hours north of the Golden Gate. The heart of wine and redwood country, Mendocino is the 13th largest out of 58 California counties at 3,878 square miles. The County boasts beautiful fertile inland valleys, Pacific coastline, and rugged mountain peaks.

The County's 90,000 residents enjoy small town life, many local art organizations, talented theatre companies, including civic and light opera, as well as abundant outdoor recreational activities. Quaint historic villages are found along the scenic coastline, home to many inns, art galleries, boutiques and restaurants. The northern part of the County draws outdoor enthusiasts eager for adventure in hiking, canoeing, fishing and more. The inland area is best known as wine country, producing some of the finest vintage California wines.

The ethnic composition of Mendocino County is in transition, as demonstrated by the County's 2014 kindergarten class, which was 45% Hispanic, compared with 24% of the general population. Other significant ethnic groups include White/non-Hispanic (67%) and Native American Indian (6%). Ten federally recognized tribes are within Mendocino County borders. Two-thirds of residents live in the inland region, which includes Ukiah (pop. 32,000), the county seat of government.

Mendocino County's economy is based on agriculture, timber, tourism and a growing retail and service center. Weather in the County is generally mild. Fog and sea breezes keep the coastal areas cool, while inland temperatures can reach the low 100's during the peak summer weeks.

For more information about Mendocino County visit www.visitmendocino.com

The Health and Human Services Agency

Mendocino County's Health and Human Services Agency (HHSA) assists every person who lives in Mendocino County through its core health and safety functions. The Agency also provides specialized services for many of the County's most vulnerable residents, from birth through all stages of life. HHSA houses Public Health, Social Services, and Behavioral Health & Recovery Services, and strives to serve the community through coordinated, multi-disciplinary services in order to further its vision of "Healthy People in Healthy Communities."





Vineyards & Livestock



Lake Mendocino

The Position

The Director of Public Health leads a team of approximately 100 individuals dedicated to Public Health Prevention, Public Health Nursing, and Environmental Health. The Public Health Branch also oversees the WIC program, and Quality Improvement/Accreditation.

The Agency's four Assistant Directors, including the Director of Public Health, serve to assist the Agency Director and Chief Operations Officer in the overall leadership activities of the Agency, and to provide oversight and management to an assigned branch: Public Health, Social Services, Behavioral Health & Recovery Services, or Administration. The Assistant Directors oversee the development and implementation of policies and procedures for branch programs in accordance with state and federal regulations; delegate responsibilities, monitor assignments, ensure staff accountability and compliance, and oversee information/communication functions; direct the supervision of other positions as assigned and encourage a supportive work environment with open, honest, direct, and respectful communication; provide timely information to the Director and Chief Operations Officer in anticipation of changing service delivery needs and the needs of staff; and provide timely information to staff regarding decisions and plans within the Agency. When assigned, acts as representative of the Agency to other community groups or agencies.

The Ideal Candidate

The ideal candidate is an innovative self-starter who is committed to positive social change, both within the workplace and throughout the community.

General requirements are a bachelor's degree from an accredited college or university in a field specifically related to the area of assignment: public health, public administration, business administration, finance, or related field; and, six (6) years of progressively responsible related managerial experience; or, an equivalent combination of related education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

For this position a Master's degree in Public Health, or a closely related field, is preferred.

Salary and Benefits

The salary range for this position is \$94,411 to \$114,795 annually. The County provides an excellent executive management benefits package:

- ♦ Retirement benefits provided under the 1937 Act and enrollment in Social Security. For more information, contact the Retirement Office at 707.463.4328.
- ♦ Participation in a Section 457 deferred compensation plan with up to 4% of salary contribution matched by the County.
- ♦ Longevity increase after five years at Step 5 (or a flat rate salary) and upon each five year anniversary thereafter. The increase shall be 2.5% for each five-year period.
- ♦ \$1,500 annually for health, education, and training expenses.
- ♦ County pays 75% of Medical, Dental, and Vision Insurance coverage for employees and their dependents.
- ♦ County-funded extended disability; \$50,000 life insurance policy & \$5,000 AD&D.
- ♦ 11 paid holidays; 48 hours paid management leave; sick leave accrual at 15 days per year.
- ♦ Paid vacation beginning with two weeks, increasing periodically to five weeks after 15 years of service.
- ♦ Voluntary election of an automobile allowance of \$250 per month.

The Process

A Mendocino County application and resume are required for this position.

To be considered for the Assistant Health & Human Services Agency Director, apply online at www.governmentjobs.com/careers/mendocinoca. ***The position will be open until filled.***



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