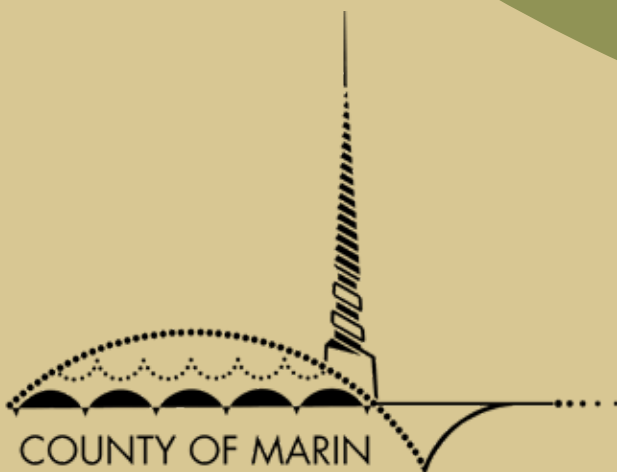




COUNTY OF MARIN

CHIEF FISCAL OFFICER

DEPARTMENT OF HEALTH
AND HUMAN SERVICES



Marin County Health & Human Services Mission:

*To promote and protect the health, well-being,
self-sufficiency, and safety of all people in Marin County.*

THE POSITION

The Chief Fiscal Officer of the Health and Human Services Department is an at-will senior member of the Department's executive leadership team and oversees all its fiscal functions, including budgeting, policy, contract administration, and reporting. The CFO has four senior direct reports within the fiscal services unit.

Some of the major duties and responsibilities of this position are to:

- Oversee fiscal operations of the department and divisional activities, and complex programmatic financing
- Develop and administer a budget of over \$200 million
- Be a dependable and integral strategic partner to the Department Director and senior leadership team
- Use data models and analytics to assess budget performance and recommend course corrections
- Understand complex and interrelated funding sources and budgets
- Oversee financial administration of contracts and grants
- Advise management on short-term and long-term financial objectives
- Develop, review, and implement policies and procedures for the department's financial operations
- Be dedicated to the highest ideals of integrity, accuracy, and professionalism in financial management and reporting

To read the full classification specification, click [here](#).



THE DEPARTMENT OF HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) is an innovative, integrated department consisting of four divisions (Administration, Behavioral Health and Recovery Services, Public Health, and Social Services) that deliver, coordinate, and administer a range of federal, state, and local programs addressing the health and welfare needs of county residents.

Health and wellbeing are prioritized in Marin and the county is consistently named among the healthiest in the state in comparative rankings. At the same time, many residents do not enjoy full and equitable opportunities. This offers public servants and civic leaders meaningful opportunities for impact. The [Department's strategic plan](#) to achieve health and wellness equity describes its commitment to improving across a wide spectrum of areas that influence health and wellness, from focusing on direct customer service to climate change. In addition, the organization seeks to promote a culture of employee engagement where employees are proud of the work they do and flourish in an environment that encourages creativity and innovation as outlined in the [HHS Operational Strategic Plan](#).

Health and Human Services is the largest department in the County with over 700 employees and an overall annual budget of over \$200 million (FY19-20). The Department is responsible for approximately 40 programs that are located throughout the county and community.

To learn more go to: marincounty.org | [FY20 County Budget Document](#)



MARIN COUNTY

Marin County, located in the hills northwest of San Francisco across the Golden Gate Bridge, is a beautiful, temperate refuge from the more urbanized areas of the Bay Area. With a total population of about 260,000, Marin County residents enjoy a high quality of life in one of the most spectacular metropolitan areas of the world. Marin County has a diversified economic base, including a mix of insurance, medical, pharmaceutical, technology, financial, and retail employers. George Lucas' Skywalker Ranch is also located in Marin County as well as a few subsidiaries of Lucasfilm.

Outdoor activities are plentiful with access to the bay, the ocean, hiking or biking trails, vineyards in Napa and Sonoma, wildlife viewing, agritourism, and the Muir Woods National Monument. The Marin County Civic Center is a complete campus designed by Frank Lloyd Wright, "the greatest American Architect of All Time."

Marin County includes the incorporated cities of San Rafael, Novato, Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Ross, San Anselmo, Sausalito, and Tiburon.

County Government

Marin County is a General Law County. The County is governed by five members of the Board of Supervisors, each of whom represents one of the five voting districts of the County. The County employs over 2,200 employees in 22 agencies. The Board's priorities for the future include (1) investing in County infrastructure, (2) preserving affordable housing and housing first, (3) addressing climate change, (4) improving disaster preparedness, and (5) prioritizing racial equity. The total budget for all funds is \$630 million.

This diverse organization strives to uphold a set of core values: respect, trust, integrity, diversity, equality, excellence, accountability, innovation, and collaboration. These values help to maintain and enhance public trust and help achieve high quality service outcomes. The County is committed to be a well-managed organization that relies on the talents of its workforce to succeed.

IDEAL CANDIDATE

The next Chief Fiscal Officer of HHS will be looking to serve, to care for, and to improve the organization. This individual will be an experienced fiscal professional and seasoned manager. As a member of the Department's executive team, the CFO serves as a critical advisor to the Director in all internal fiscal matters but must also keep a close relationship with the County Management & Budget Office as well as a pulse of other agency partners and service providers. This person should also be inclined to pursue internal process improvement strategies within the organization or in its service delivery. A familiarity and passion for our services in behavioral health, social services, and public health is preferred. Additionally, an awareness of the Mental Health Services Act would be useful. Strong communication skills, both internally within the department and externally to elected officials and the public, are necessary to be successful in this role.



EDUCATION AND EXPERIENCE

A typical path to acquire the necessary skills for this position would include a bachelor's degree in business, public or health administration or closely related field and five years of progressively responsible professional experience involving budget, financial planning, and program analysis including, administrative/budget analysis responsibilities within a public health, social services or behavioral health agency with at least two years at the supervisory level. A Master's Degree in Business, Public Administration, Public Health, Health Administration, or similar may substitute for one year of experience.

COMPENSATION AND BENEFITS

Negotiable between **\$142,251 - \$172,910**

The County of Marin offers a full benefits package, including Medical, Dental, Vision, Pension/Retirement, deferred compensation, and flexible spending accounts. The County does not participate in Social Security except for a mandatory Medicare contribution.

APPLICATION AND SELECTION PROCEDURE

To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by the first resume review date of **Tuesday, May 12, 2020**. Resume should reflect years **and** months of employment, beginning/ending dates, as well as size of staff and budgets you have managed.

Please go to our website to submit your application:
<https://executivesearch.cpshr.us/JobDetail?ID=642>

For further information contact:
Andrew Nelson
CPS HR Consulting
anelson@cpshr.us
Website: www.cpshr.us

CPS HR  CONSULTING

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants. Candidates deemed most qualified will be referred to the County. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.

Marin County is an Equal Opportunity Employer and values diversity at all levels of the organization.