

CONTRA COSTA COUNTY

Chief Information Security Officer





THE POSITION

The Chief Information Security Officer (CISO) is responsible for developing policies and strategies for the internal and external posturing of the County's information technology systems. As a senior manager, this person must demonstrate a high degree of initiative and dependability to meet the County's business needs with flexible, user-friendly options. At the same time, the CISO will provide subject matter expertise to executive management on security standards and best practices regarding computer operations, logical access controls, system development, and data communications security.

Some of the duties of this position include:

- Acting as the central point of contact for the County for Information Technology-related incidents or violations
- Conducting security risk assessments and business impact analyses of all county departments to ensure a comprehensive county-wide IT security posture
- Managing security incidents and events to protect County IT assets, including intellectual property, fixed assets, public data, and the County's reputation

- Developing effective disaster recovery policies and standards and developing implementation plans and procedures to ensure that business-critical services are recovered in the event of a declared disaster

This position is relatively new to the County and reports to the Chief Information Officer. While it is a management-level position, the CISO currently has no direct supervisory responsibilities. However, the CISO has significant, matrixed authority to operate throughout the department in order to achieve the County's objectives. The County anticipates adding additional staffing and resources to this area over time to complement the CISO's role and capabilities.

CONTRA COSTA COUNTY

Contra Costa County was incorporated in 1850 as one of the original 27 counties of the State of California. It is one of nine counties in the San Francisco-Oakland Bay Area, and covers approximately 733 square miles extending from the northeastern shore of San Francisco Bay easterly about 50 miles to San Joaquin County. Contra Costa County is one of the fastest growing work forces among Bay Area counties, with growth in its employment base being driven primarily by the need to provide services to an increasing local population and the presence of relatively high-wage skilled jobs.



About the Department of Information Technology

The Contra Costa County Department of Information Technology provides a full range of services to the entire organization. Its team manages the central corporate computing complex, the County Wide Area Network (WAN), numerous Local Area Networks (LANs), and provides business and technical consulting services to departments and managers throughout the organization.

The Department is a full-service IT organization supporting the following areas: Administration, Operations, Customer Service Center, Systems & Programming, Desktop and Network Services, Information Security, Public Safety Radio System over the Countywide Microwave System, and Telecommunications and Wide Area Network. The department has 86 full time staff positions allocated in the budget (72 currently filled) as well as 10-15 temporary or contract staff to provide assistance 24 hours a day, 7 days a week in order to meet the County's needs.

To learn more go to: contracosta.ca.gov | [FY20 County Budget Document](#)



The County has one of the State's most heterogeneous populations, rich in ethnic, cultural, and socioeconomic diversity. With a current population in excess of 1.1 million, Contra Costa County is the ninth most populous county in California. The City of Martinez is the County seat and the location of the County's administrative offices. The Chief Information Security Officer should expect to work out of county facilities in Martinez.

Contra Costa County includes a varied urban, suburban, industrial, agricultural, and port areas and includes 19 incorporated cities. A large part of the county is served by the Bay Area Rapid Transit District (BART), which has helped enable significant residential and commercial development. Prestigious public and private academic institutions, including Stanford University, University of California at Berkeley, University of San Francisco, University of the Pacific, and various California State University campuses are within driving distance of Martinez.

Recreation within the county varies from fishing, boating, and water skiing in the Sacramento-San Joaquin rivers to hiking, horseback riding, and camping in Mt. Diablo State Park. Recreational areas, including the wine country of Napa and Sonoma counties, the picturesque seaside communities of Carmel and Monterey, and the Sierra-Lake Tahoe mountain region are also within driving distance of the county.

The County of Contra Costa provides a full range of services through 23 departments or offices.

IDEAL CANDIDATE

The ideal candidate will have a strong technical foundation and demonstrable experience in information security regarding strategic planning and policy development. This person should have practical business acumen with the ability to balance the technical requirements needed for robust security protocols while at the same time providing a nimble framework which County departments may use

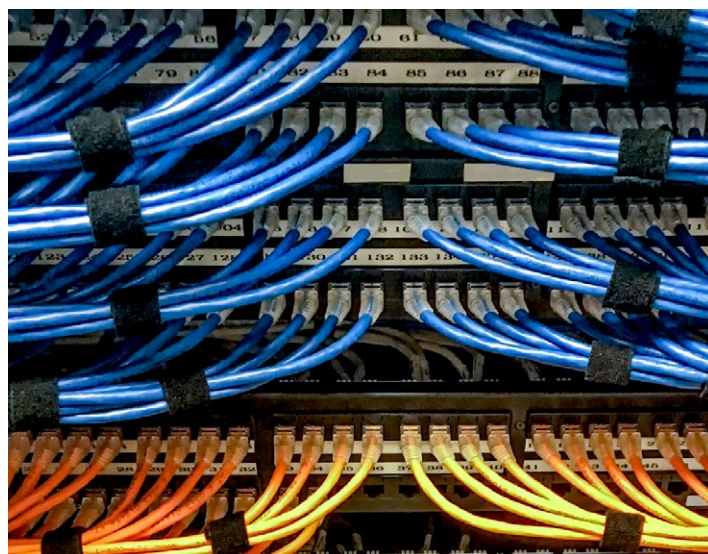
to achieve their operational objectives. The CISO will have an executive presence, excellent communication skills (particularly the ability to translate technology issues to various audiences of nonexperts) and build effective teams. The ideal candidate will: be agile in their approach to solving problems and firm in their application of solutions and policies; can influence change without leveraging authority; and clearly report outcomes using organizational metrics and benchmarks.

Additionally, the CISO will be an experienced administrator. Previous experience in government is preferred. Budget development and management skills and the ability to navigate through government procurement processes is extremely valuable. Ideally, the selected candidate will possess one or more professional security management certifications and demonstrate a commitment to continuous learning through training and industry changes.

EDUCATION AND EXPERIENCE

Competitive applicants will possess a Bachelor's degree from an accredited college or university with a major in Computer Security, Computer Science, Communications, Information Technology, Business Administration, or a closely related field. Applicants should have two years of experience in a similar role (CISO), with approximately 5-8 years of security experience. Finally, the most competitive applicants will possess one or more of the following certifications:

- National Institute of Standards and Technology (NIST)
- Certified Information Systems Security Professional (CISSP)
- Certified Information Security Manager (CISM)
- Certified Information Systems Auditor (CISA)
- Certified Cloud Security Professional (CCSP)





COMPENSATION AND BENEFITS

Negotiable between **\$137,023 - \$166,553** (3% increase scheduled for July 1, 2020)

- **Retirement** – The County pays the employer contribution to CCCERA, a 1937 Act defined benefit retirement plan, which is reciprocal with other 1937 Act county retirement systems, CalPERS and systems with CalPERS reciprocity. Employee contributions are based on age at date of hire with the County or another employer with a reciprocal retirement system.
- **Social Security** – The County participates in Social Security and Medicare.
- **Medical Insurance** – A variety of medical and dental plans are offered.
- **Life Insurance** – County program is provided; employees may subscribe to a voluntary supplemental program.
- **Long Term Disability** – County-paid program.
- **Vacation Leave** – Initial monthly accrual rate is 10 hours, up to maximum accumulation of 240 hours.
- **Sick Leave** – Monthly accrual is 8 hours.
- **Annual Management Administrative Leave** – 94 non-accruable leave hours are credited each January 1st (prorated for those hired after January 1st)
- **Personal Holiday Credit** – Accrual of 2 hours each month, up to 40 hours.
- **Holidays** – 10 holidays per year.
- **Executive Professional Development Reimbursement** – Eligible for reimbursement of \$625 each 2-year period for qualifying expenses, including the purchase of job-related technology devices or software. An additional \$750 per fiscal year is available through Career Development Training, which may require some cost sharing.

- **Deferred Compensation Plan** – County contributes \$85 per month, plus an additional \$150, upon qualifying employee contributions.
- **Executive Life Insurance package**
- **Management Longevity Pay**

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 **Thursday, July 23, 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=1658>

For further information contact:

CPS HR CONSULTING

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 Website: www.cpshr.us

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 Chief Information Officer. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.

