



# Deputy Community Development Director



## THE OPPORTUNITY

If you are an experienced Community Development professional with a passion for the work and a commitment to community, consider working in Lake County where you can live in a traffic-free, rural residential setting. This unique opportunity will give the successful candidate a chance to work with neighborhoods that, while affected by recent natural disasters, remain resilient and a premier place to live and work.





## THE REGION

Lake County is located in the beautiful north coast region of California, just a short drive from Sacramento, the coast and the Bay Area. With a population of around 65,000 and covering over 1,300 square miles, there is plenty of room to recreate in Lake County. Outdoor activities abound, including cycling, hiking, fishing, water sports, birding, off-roading and horseback riding. Clear Lake, perhaps the oldest lake in North America is ranked by Bassmaster as one of the Top 10 bass fishing lakes in North America. Try our many streams and reservoirs for fishing and recreational opportunities throughout Lake County on most weekends, including the wildly popular Catfish Derby, Sprint Boats, Seaplane Splash In and the gorgeous boats of Wood & Glory, the largest antique boat show on the West Coast, to name just a few.

Experience the growing renown of our wine region: Lake County boasts seven American Viticultural areas, each with distinctive style, and is home to 38 wineries and growing. Our rich agricultural heritage is evident in our world-class products like pears, walnuts and wine grapes, and a vibrant farmer's market/ farm-to-table movement. Our burgeoning arts community is a

great way to make friends while enjoying good food and great company. Incredible festivals, popular cycling events, such as the Konocti Challenge, Halloween Spooktacular and Trick or Treating on Main Street, and California's first quilt trail are rare treats of the rural lifestyle. Fourth of July fireworks displays all around the lake, with ancient Mt. Konocti in the background, and lit by a full moon, is something you'll never forget.

Lake County is the perfect place to escape the stressors of urban living. Approximately 250 days of sunshine rounds out the relaxed living in Lake County ensuring sun-lit days for exploration and discovery. Our nighttime skies are undimmed by city lights. Our natural beauty refreshes your senses. Little traffic, healthy lifestyle, a tremendous sense of community, and the cleanest air in California are just some of the many reasons to live in Lake County.

**For some stunning glimpses of Lake County  
visit <https://lakecounty.com>**

## IDEAL CANDIDATE

The new Deputy Community Development Director will be a hard worker who can accomplish critical objectives while also supporting the work of others. The ideal candidate will be a leader who can make the changes necessary to keep Lake County a desirable place to live and do business. The County is looking for a seasoned community development professional who can offer exceptional customer service to both internal and external clients. The successful candidate will be an example in modeling exemplary professionalism to the betterment of staff in the department.

## THE POSITION

The government of Lake County recently embarked on a ten-year plan of community visioning. After several resident forums and focus groups, the Board of Supervisors approved Vision 2028 – Reimagining Lake County – ten key priorities for the





next ten years. Some of these priorities related to community development include cleaning up our neighborhoods through Code Enforcement and fostering a business-friendly environment. The County's next Deputy Community Development Director will play a crucial role in achieving these priorities.

**For more information on the agency visit <https://www.lakecountyca.gov/>**

Reporting to the Community Development Director, this management position assists in overseeing all community development functions of the County. The Deputy Director will supervise assigned staff including planners and support personnel. This position will be expected to work effectively with County department heads, managers, and supervisors.

### Examples of Essential Duties

- Assist in developing and administering the Community Development budget and setting forth goals, objectives, and priorities
- Serve as primary staff support for the Planning Commission and other committees
- Direct the preparation and presentation of complex reports and studies
- Oversee the County's development review process
- Maintain and update the County General Plan as well as other regional studies
- Develop and recommend the adoption of codes and ordinances

For a full description of duties visit:

<https://agency.governmentjobs.com/lakecountyca/default.cfm?action=viewclassspec&classSpecID=1291853&viewOnly=yes>



### MINIMUM QUALIFICATIONS

A typical way to meet the required knowledge and abilities would be:

- Education equivalent to graduation from a four-year college or university with a major in planning, or a closely related field.
- Extensive responsible work experience in performing a wide scope of professional planning work, including at least three (3) years in a management or supervisory position.
- Possession of, or ability to obtain, a valid California Driver's license.

### COMPENSATION AND BENEFITS

The salary range for the Deputy Community Development Director is **\$6,479 - \$8,481 per month**. Starting salary will be dependent upon experience.







Lake County offers the following benefits to its management staff.

- Retirement: The County participates in CalPERS retirement, (2% @ 55 formula – Classic, 2% @ 62 formula – New)
- Management leave: 40 hours paid administrative leave per year that may be cashed out
- Health insurance: The County currently pays a \$800 monthly contribution toward the employee's choice of medical, dental and vision insurance.
- \$5,000 life insurance and \$5,000 AD&D is provided
- Holidays and Vacation: 13 paid holidays per year
- Three weeks of paid vacation per year for the first through fifth year of employment; increasing with service
- 12 days of paid sick leave per year which are accrued and not capped
- Various pretax options such as dependent care, and unreimbursed medical
- Department paid cell phone or cell phone stipend are available
- Deferred compensation plans, credit union membership, AFLAC, AIRMed Care and Supplemental Life Insurance are available

- Additional benefits with qualification criteria include: moving allowances, prior government service toward vacation accrual, purchase of vacation and sick time on appointment, tuition reimbursement

## APPLICATION AND SELECTION PROCEDURE

**The first review of resumes will occur on January 6, 2020.** To be considered, please submit a detailed résumé, cover letter, and a list of six work-related references (who will **not** be contacted until the late stages of the recruitment and will be coordinated with the successful candidate). Your résumé should indicate the size of staff and budgets you have managed and also reflect both years **and** months with regard to the employment dates for current and prior positions held. Please submit your materials through our website at: <https://executivesearch.cpsshr.us/JobDetail?ID=594>

Résumés will first be screened for minimum qualifications and then the most competitive candidates will be invited to participate in a telephone interview with the consultant. The County will make the final determination as to which top candidates are invited to an onsite interview process.

For additional information about this position please contact Josh Jones at 916.471.3301 or [jjones@cpsshr.us](mailto:jjones@cpsshr.us).

**CPS HR CONSULTING**

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