The Fifth Supervisorial District

Josie Gonzales proudly serves as Supervisor for San Bernardino County's Fifth District, which encompasses nearly 95 square miles and includes the City of Rialto, portions of the cities of Colton, Fontana, and San Bernardino, and the unincorporated communities of Arrowhead Farms, Bloomington, El Rancho Verde, and Muscoy. Supervisor Gonzales champions issues important to the communities she serves, including public safety, economic development, improved transportation, environmental stewardship, and ending chronic homelessness. Promoting cooperative efforts and building relationships on federal, state, and local levels are also important to her. It is her goal, as County Supervisor, to help provide the citizens of the County with a better quality of life under a shared **Countywide Vision** that creates a broad range of choices for its residents in how they work, live, and play.

JOIN US in bringing the Vision to the 5th District!

Fifth District Supervisor's website:
www.sbcounty.gov/bosd5

County Vision:
http://cms.sbcounty.gov/cao-vision/Home.aspx

Invites Applications for

Fifth District Field Representative

$62,739 - $75,323*

Plus

Excellent Executive Benefits

**Includes automobile and mobile device allowances*

Application Process

Applications will be accepted until a sufficient number of qualified applications are received. Applicants are encouraged to apply asap.

Apply online:
www.sbcounty.gov/hr

Or submit a detailed resume to:
ExecRecruit@hr.sbcounty.gov

Contact Information

Silvia Zayas
157 West Fifth Street
San Bernardino, CA 92415
(909) 387-5575 ♦ TTY Users: 711
szayas@hr.sbcounty.gov

County of San Bernardino
Human Resources

THE POSITION

The Fifth Supervisorial District of the County of San Bernardino is seeking a qualified individual to represent the Supervisor in the communities located in the District.

Field Representatives respond to concerns from the public and provide advice and assistance to constituents in obtaining services or resolving complaints; refer local businesses to employment resources; provide information to the public regarding governmental functions and county or community services, activities, and programs; conduct research and analysis related to community interests, new and existing programs and services, and proposed or adopted legislation; represent the Supervisor at public functions; research, prepare, and deliver speeches and presentations; and act as a liaison between the community and various County departments and agencies.

This contract position is in the Unclassified Service and serves at the pleasure of the appointing authority.

THE DESIRED QUALIFICATIONS

The **desired qualifications** include experience working with community-based organizations. This experience should include having served as a representative/liaison for a governmental, private or business organization involved in governmental/community relations.

The ideal candidate will:

- Possess a Bachelor's Degree from an accredited college or university in public or business administration, behavioral or social science, or other relevant field of study.
- Have working knowledge of county-administered human service programs, including, but not limited to, veterans affairs, homeless services, child support services, and transitional assistance.
- Be able to understand and interpret county policy, procedures, and legislative issues.
- Possess excellent verbal and written communication skills and have the ability to work on many varied and difficult assignments.
- Be available to work flexible hours (evenings and weekends).
- Have the ability to meet short-term deadlines and long-term goals.
- Be proficient with office technology.
- Be bilingual in Spanish (verbal and written proficiency).

Candidates who demonstrate exceptional qualifications will be referred to the appointing authority for a selection interview.

14-BOS5FR-01

COMPENSATION AND BENEFITS

Total Compensation $62,739 - $75,323 annually

Includes automobile and mobile device allowances

Base Salary $45,739 - $58,323 annually

Medical Benefits

- *Health and dental insurance provided for employee and eligible dependents*
- *Medical and dental premium subsidies to offset the cost of insurance premium - up to **$12,792 annually***
- *Employer paid vision coverage for employee and eligible dependents*
- *Eligible to participate in Flexible Spending Account with up to **$1,440 annual** County match*

Paid Time Off

- *Vacation Leave up to four (4) weeks annually*
- *Administrative Leave 80 hours annually*
- *Sick Leave 12 days annually*
- *14 Paid Holidays annually*

Retirement Plans

- *Generous County pension (www.sbcera.org)*
- *Vested after five (5) years*
- *County contributes up to 2.75% of base salary to the Retirement Medical Trust Fund*
- *Eligible to participate in **401(k)** Defined Contribution Plan with County contribution of two (2) times employee contribution up to 8% of base salary **(up to $4,666 annually**)*
- *Eligible to participate in **457(b)** Deferred Compensation Plan with County contribution of one (1) times employee contribution up to 1% of base salary (**up to $583 annually)***
- *Reciprocity with CalPERS, CalSTRS, JRS, JRSII, and retirement systems operated under the County Employees Retirement Law of 1937 (1937 Act)*
- *No deduction for Social Security*

Miscellaneous Benefits

- *Automobile allowance - **$14,604 annually***
- *Portable communication device allowance -**$2,400 annually***
- *$1,000 tuition reimbursement annually*
- *Health club membership up to $324 annually*
- *Employer-paid term life insurance - $50,000*
- *Variable group universal life insurance with County contribution of 50% of one (1) time annual base salary*

To view the complete list of Exempt Group B benefits offered, visit: www.sbcounty.gov/hr/benefits_home.aspx

Contract/Unclassified *Issue Date: March 6, 2013*

EEO/ADA Compliant Employer