



The County of San Bernardino
invites applications for the position of:

Children's Network Officer





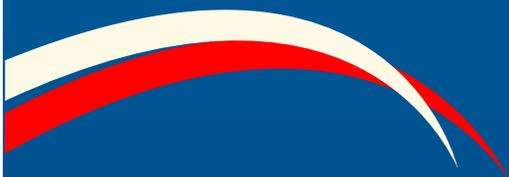
The Position



The County of San Bernardino is seeking a highly qualified and motivated individual to serve as the Children's Network Officer for the County of San Bernardino. This is a unique, high-profile, and responsible position designed to facilitate the collaboration of the County's Human Services Departments and public and private service agencies in order to meet the emerging needs of our County's at-risk children.

The mission of the **Children's Network** is to enhance comprehensive community services to children, youth, and families by improving coordination, planning, communications, and cooperation among youth-service agencies. The network is tasked with identifying gaps and overlaps in services, providing a forum for clarifying perceptions and expectations among and between County agencies and the community, setting priorities for inter-agency projects, implementing collaborative programs, both public and private, to better serve children and youth, and attracting resources from both the public and private sectors to meet children's needs.

The **Children's Policy Council** plans and directs the activities of the Children's Network and provides overall direction for the partnerships established through the Network with the intention of improving services to vulnerable children and their families. The Council is chaired by the Juvenile Court judge and is comprised of the Directors and/or delegates for the County Departments of Children and Family Services, Public Health, Behavioral Health and Probation, as well as an array of public organizations which provide services to children in the County of San Bernardino.



Salary and Benefits

Annual Salary

\$74,506 - \$95,306

The salary and benefits package is highly competitive:



Retirement Benefits

- ⇒ Generous County Pension (www.sbcera.org)
- ⇒ Vested after 5 years
- ⇒ 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 \$7,624 annually**)
- ⇒ Eligible to participate in 457(b) Deferred Compensation Plan with County contribution of .5 times employee contribution up to .5% of base salary (**up to \$477 annually**)
- ⇒ County contributes up to 2.75% of base salary to the Retirement Medical Trust Fund – VEBA (**up to \$2,621 annually**)
- ⇒ **Retirement Reciprocity** with CalPERS, CalSTRS, and '37 Act plans (Tier1)
- ⇒ County contributes \$3,956 annually toward Tier 1 employee's required retirement contribution
- ⇒ **Example:** employee with 30 years of service at age 60 receives life-time pension allowance of 79% (Tier 1) or 54% (Tier 2) of highest earning year's compensation for life.

Medical Benefits

- ⇒ Health and dental insurance offered for employee and eligible dependents
- ⇒ Medical and dental premium subsidies to offset the cost of insurance premium - up to **\$12,795 annually**
- ⇒ Employer paid vision coverage for employee and eligible dependents
- ⇒ Eligible to participate in Flexible Spending Account with up to **\$1,040** annual County match

Paid Time Off

- ⇒ Vacation Leave up to four (4) weeks annually with **cash-out option**
- ⇒ Administrative Leave 80 hours annually
- ⇒ Sick Leave 12 days annually with **unlimited accrual**
- ⇒ 14 Paid Holidays annually
- ⇒ 16 hours Perfect Attendance Leave

Miscellaneous Benefits

- ⇒ \$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 25% of one (1) time annual base salary
- ⇒ Long Term Disability 60% up to \$10,000 per month
- ⇒ Short Term Disability 55% up to \$1,533 per week
- ⇒ No deduction for Social Security

The Qualifications

The Minimum Requirements

Candidates must have education and experience commensurate with the responsibilities of the position. Experience must include at least two (2) years establishing and developing collaborative coalitions between government agencies, private sector entities, faith based organizations, and other community stakeholders.

The Desired Qualifications

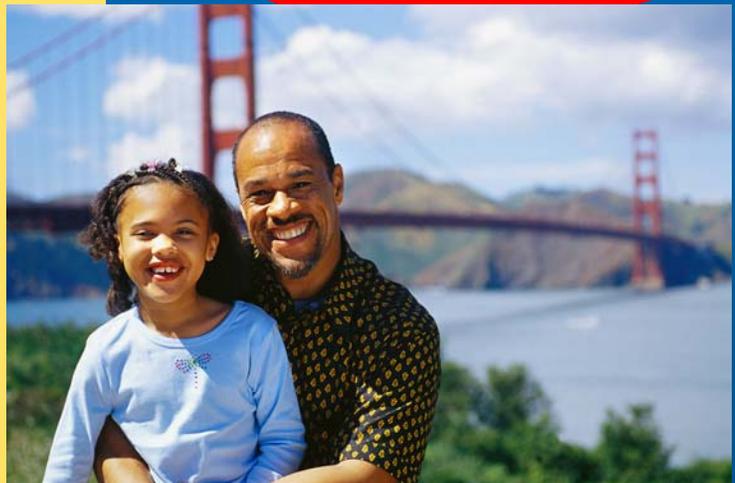
The individual hired for this position must have excellent communication and interpersonal skills and the ability to work in partnership with County and other community agencies to pool resources for efficient delivery of services to children.

Desired qualifications include:

- ⇒ Experience with an agency that serves children
- ⇒ Experience handling personnel issues
- ⇒ Experience working with diverse, racial, ethnic, and cultural populations
- ⇒ Experience working with boards, department heads, and community agency executive directors
- ⇒ Ability to build positive constructive relationships
- ⇒ A Master's Degree in Public Administration, Social Work or closely related field is highly desirable

Conditions of Employment

- ⇒ Assignments and attendance at meetings and conferences, sometimes occurring after normal business hours and weekends, necessitates a flexible work schedule.
- ⇒ Travel within and outside the County is required. A valid California driver license and proof of automobile liability insurance must be maintained.
- ⇒ Employment offers are contingent upon successful completion of a background investigation and medical examination, which will include a drug/alcohol screening.



The Application and Selection Process

Applicants may indicate interest in this position by submitting a completed application form or detailed resume demonstrating possession of the minimum requirements and desired qualifications. Applicants must also submit responses to the supplemental questions.

Applicants are encouraged to apply online at www.sbcounty.gov/hr.

Resumes may be submitted to
ExecRecruit@hr.sbcounty.gov.

There will be a competitive evaluation of qualifications based upon review of the application/resume and responses to the supplemental questions. Only the most highly qualified candidates will be invited to participate in the remainder of the selection process, which may include an oral examination and selection interviews with the appointing authority.

Applications will be accepted until a sufficient number of qualified applications have been received. **The first batch of applications will be reviewed on August 15, 2014.** Interested candidates are encouraged to apply asap.

It is the applicant's responsibility to ensure that the application and/or resume, as submitted, are complete and sufficiently detailed to determine qualifications. The application materials must also include written responses to the supplemental questions.

The County of San Bernardino is an equal opportunity, ADA compliant employer encouraging work diversity.

Contact Information

Silvia Zayas
Human Resources
157 West Fifth Street, First Floor
San Bernardino, CA 92415
(909) 387-5575
ExecRecruit@HR.sbcounty.gov



Supplemental Questions

The supplemental information requested below, in conjunction with your application and/or resume, will be used to evaluate your relevant experience in a competitive evaluation of qualifications. It is to your advantage to provide complete, organized and detailed responses to each question.

Please include the name(s) of your employer(s) and dates of employment for each response. Be sure employers referenced in your responses are included in your application and/or resume

- ⇒ **MANAGEMENT:** Describe your experience directing staffing resources; include job titles and numbers of first and second level subordinates; indicate beginning and ending dates of experience in supervisory or management classifications. Also include specific supervisory activities you performed, such as making hiring decisions, handling disciplinary actions, and writing work performance evaluations.
- ⇒ **BUDGET/FISCAL ADMINISTRATION:** Describe your experience developing, justifying, and monitoring program budgets; conferring with representatives of funding sources; monitoring grants; and managing contracts.
- ⇒ **PROGRAM PLANNING/POLICY FORMULATION:** Describe your experience planning and directing programs; developing objectives, procedures, and goals; coordinating with other agencies; and complying with government regulations.
- ⇒ **COMMUNITY AND HUMAN RELATIONS:** Describe your experience and interaction with the public, press, public officials, and community-based organizations on behalf of an organization. Give an example of how you developed collaborative coalitions between government agencies, private sector entities, faith-based organizations, and other community stakeholders.
- ⇒ **SOCIAL SERVICES EXPERIENCE:** Describe your experience working with children and low-income families.

