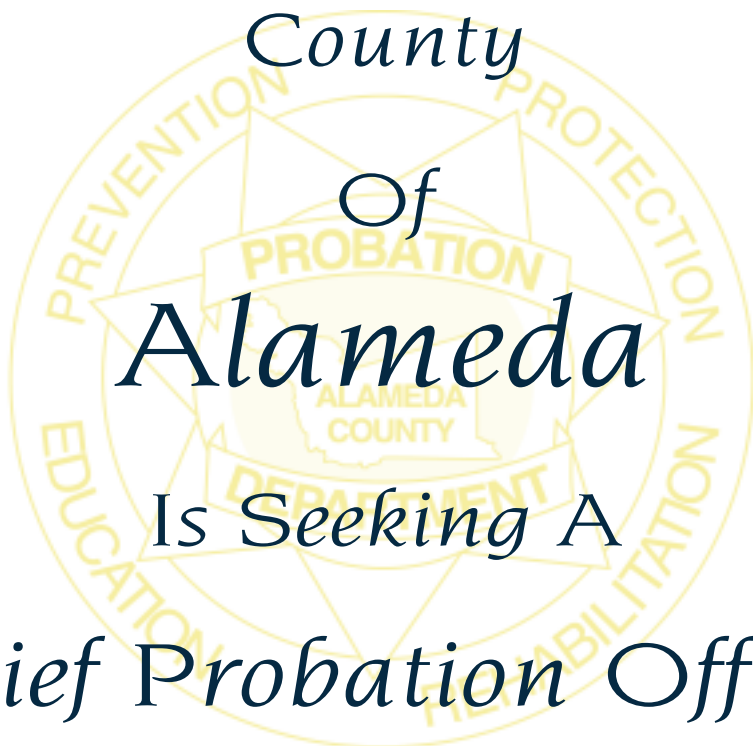




*County
Of
Alameda
Is Seeking A
Chief Probation Officer*



THE COMMUNITY

Alameda County, California's sixth-largest county, is located on the east side of world-renowned San Francisco Bay. 1.8 million people live in 14 incorporated cities that include Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City, as well as unincorporated communities and rural areas that comprise the 813 square miles of the County. Primary unincorporated areas include Ashland, Castro Valley, Cherryland, San Lorenzo, Fairview and Sunol. Oakland, the County seat, is California's sixth-largest city.

Alameda County is a blend of culturally and ethnically diverse communities. Its mixture of cosmopolitan and suburban communities provides the perfect environment for raising a family. The County offers a lifestyle unique to one of the nation's most popular regions. Residents enjoy beautiful year-round weather in a clean, safe environment. Outdoor enthusiasts will find countless recreational opportunities in the acres of wildlife refuges, numerous parks, lakes and marinas. San Francisco Bay is the perfect haven for the weekend sailor, not to mention the fisherman looking to land the big catch. The East Bay also boasts many of the finest championship golf courses in Northern California.

The County's population is highly diverse economically as well. Personal incomes vary widely throughout the community. The County has one of the finest educational systems, offering business, individuals, and families the broadest possible selection of public and private learning and research facilities. Educational institutions in the region include the University of California at Berkeley, California State University at

Hayward, and numerous other community, city and private colleges.

Alameda County is proud of its extensive cultural resources. The Oakland Museum offers lessons in the rich history of



California's people, places and events. The new Chabot Space & Science Center is an innovative, state-of-the-art science and technology education facility. The nationally acclaimed Oakland Ballet Company holds afternoon and evening performances at the historic Paramount Theatre. Berkeley's Cal Performances, the Oakland East Bay Symphony and the Fremont Symphony offer a complete season of live musical performances. The East Bay also serves as home to three major professional sports franchises. The Oakland A's (MLB) and Oakland Raiders (NFL) play their games at the Network Associates Coliseum, while the Golden State Warriors (NBA) entertain fans at the Oakland Arena.

COUNTY GOVERNMENT

Alameda County employs over 9,300 full-time employees within a \$1.9 billion annual budget for FY02-03. As a major urban County, Alameda provides a full range of services including general government and

internal services, health care, social services, public works, criminal justice and other forms of public protection for its citizens. The County is governed by a five-member Board of Supervisors directly elected by voters in their respective districts for four-year, overlapping terms. The Board sets policy, oversees all County operations, and approves the County's annual budget. The Board appoints a County Administrator who is responsible for coordinating departmental activities, studying administrative procedures and organization, recommending changes to improve the operations of County government, reviewing budget requests and making recommendations to the Board of Supervisors, and performing other related duties assigned by the Board of Supervisors.

THE PROBATION DEPARTMENT

The Alameda County Probation Department is an essential element of the County's system of public protection and human services. The Department's role is to reduce the impact of crime in the community by providing accurate, comprehensive and timely information and recommendations to the Courts, providing community-based sanctions and treatment for offenders, and working cooperatively with law enforcement agencies and community organizations with similar objectives. The Department provides a wide range of mandated and discretionary investigative, advisory, and supervisory services to adult and juvenile probationers pursuant to State law and the County Charter.

In FY00-01 the Department supervised up to 14,082 adult probation cases. In addition to normal operations the Department provides specialized programs in Domestic Violence, DUI, Drug Court, Speedy

Diversion, Mentor Diversion and the SKILLS Shop to address the needs of specific adult probation populations. The Department also participates with other law enforcement agencies on task forces including Narcotics, Auto Theft, Sexual Assault Felony Enforcement, Police and Correction Team, and Gang Violence Suppression.

Alameda County places a strong emphasis on juvenile delinquency prevention services. The County has regularly committed TANF funds to a network of community-based organizations supporting youth and families with programs to build their strength and capacity to solve problems. The Department also operates, in collaboration with schools and community organizations, a Community Probation Program focusing on juvenile males in the system, and the R.Y.S.E. program providing gender specific services to female juvenile offenders.

The Department operates a 24-hour Juvenile Hall detention facility in San Leandro that has a rated capacity of 299 juveniles. The Department also provides alternatives to detention with Home Supervision, Weekend Training Academy and Electronic Monitoring programs. In FY00-01 the Department handled 2,962 supervised minors and 543 minors in placement.

Department resources include a FY02-03 operating budget of \$74 million and a staff of 749 full-time equivalent employees. More information about Probation Department programs and funding can be found on the County's website at: www.co.alameda.ca.us

THE CHIEF PROBATION OFFICER

Appointed by the Alameda County Board of Supervisors and working closely with the Alameda Superior and Juvenile Courts, the Chief Probation Officer is an at-will employee responsible for all County adult and juvenile probation programs and facilities within federal, state, and county

PROBATION DEPARTMENT MISSION

The mission of the Alameda County Probation Department, through the dedication and excellence of our employees, is to serve and protect our diverse community and to offer rehabilitative opportunities to offenders. In compliance with the lawful orders of the Court, and as a partner in the criminal justice system, the Probation Department will provide our services to the Courts, local government, offender clientele and the people of Alameda County. To accomplish this, the Department will implement cost-effective service in adherence to State and local laws and standards.

laws and regulations. This includes recommending and implementing policy, developing goals and objectives, selecting and supervising staff, and preparing and administering the Department's revenue and expenditure budgets. The Chief Probation Officer meets regularly with the Board of Supervisors, the Presiding Judge of the Superior Court, the Presiding Judge of the Juvenile Court, the Juvenile Justice Delinquency Prevention Commission, District Attorney, Public Defender, Sheriff and other members of the criminal justice system to coordinate department activities. The Chief also participates as an active member of the County's executive management team.

CURRENT ISSUES AND PRIORITIES

Specific issues the Chief Probation Officer will initially address include:

Collaboration – The Chief will play a strong role in enhancing collaboration and communication among the County's criminal justice, community based organization leaders, law enforcement representatives and inter-disciplinary teams from various Alameda County departments.

Juvenile Hall – The County is taking steps to replace the existing Juvenile Hall. Initial funding has been arranged, and design and environmental impact efforts are underway. The Chief will lead the effort to bring this project to completion.

Operations – The Chief will evaluate current Department programs and take steps to enhance program effectiveness as well as build internal communication and morale.

Budget & Funding – Responding to the local budget impacts of a changing economy is a responsibility of every County official. The Chief will take a lead role in securing, maintaining and administering appropriate funding that advance Department activities consistent with County goals, as well as facilitating necessary adjustments.

THE IDEAL CANDIDATE

The ideal candidate will be an experienced probation manager/administrator with significant success in preventative and rehabilitation programs, community safety

and effective labor relations in a comparable community and organization. This collaborative, enthusiastic, and results-oriented leader will bring outstanding communication, interpersonal and consensus building skills along with a vision for excellence. In addition, the ideal candidate will have a strong service orientation to the Courts, be an effective and fiscally responsible manager, and be knowledgeable of Federal and State funding sources as well as grants that can advance Department activities.

Specific requirements are as follows:

Qualifications

Education: A Bachelor's degree in public/business administration, social welfare, psychology or related field from an accredited college or university is required. A Master's degree is desirable. Must meet all minimum standards for a Peace Officer under California law, and;

Experience: At least six years of full-time, increasingly responsible probation or corrections experience, including supervisory administrative or managerial experience, in a similar organization is expected. A significant background in preventative and rehabilitation programs for juveniles and adults in comparable urban and suburban communities is particularly desirable;

Or the equivalent of two years of full-time experience at the level of Camp Director, or in an equivalent or higher level Probation Department classification in the Alameda County classified service.

Management Style

In addition to the above, the ideal candidate will be:

- collaborative, both inside and outside the organization
- knowledgeable in the field of probation; remains current with the profession

- engaging; a positive, "can do" advocate
- a critical thinker with the courage to pursue good ideas
- open to and a promoter of innovative and productive change
- comfortable working with diverse people and groups
- able to work calmly and effectively in sensitive situations
- a good listener
- an excellent communicator, orally and in writing
- a proponent of the County's and Court's values and principles
- of the highest integrity
- objective
- flexible

COMPENSATION AND BENEFITS

The base annual salary for the Chief Probation Officer is **\$139,320**. The County also offers an attractive executive benefits program with the following elements:

- Retirement Plan covered by the 1937 Act
- Management Benefits Cafeteria Plan
- Health and Dental Insurance
- Life/Accident Insurance
- Paid Vacation & Sick Leave

- Management Leave (up to 10 days annually)
- Holidays (11 paid holidays; 4 floating holidays)
- Dependent Care Salary Contribution Plan
- Car Allowance
- Deferred Compensation Plan

APPLICATION AND SELECTION PROCEDURE

To be considered for this exceptional career opportunity, submit resume, three work-related references and current salary by **Friday, March 21, 2003** to:



Kris Kristensen
CSAC Human Resources Advisory Services
241 Lathrop Way
Sacramento, California 95815
Tel. 916 263-1610 or 916 263-1401
Fax: 916 561-7205
E-mail: resumes@cps.ca.gov

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. CSAC HR Advisory Services will report the results to the Board of Supervisors. The Board will then select candidates to be invited to participate in interviews in Alameda County beginning in late April. An offer of appointment is expected prior to June 2003 following extensive reference and background checks, including fingerprinting and medical examination.

