



MONTEREY COUNTY PROBATION DEPARTMENT



The County of Monterey

INVITES YOUR INTEREST FOR THE POSITION OF

CHIEF PROBATION OFFICER



GOALS OF THE PROBATION DEPARTMENT

The primary goal of the Monterey County Probation Department is to provide the highest quality of probation services to the court, offenders, and the community. This goal is achieved when:

- The community is protected from dangerous persons;
- The rights of crime victims are recognized, respected, and ensured;
- Clients are deterred from criminal behavior;
- Clients are provided opportunities to become, and remain, law-abiding members of the community;
- Community programs and agencies are recognized and used as resources for crime prevention and/or rehabilitation.

Monterey County Region and Government

Monterey County is located on the Central Coast of California, 100 miles south of San Francisco. The County's 446,873 residents are proud of their global reputation, rich history and cultural and economic diversity. The County also offers the longest coastline of any California county and attracts more than 3 million visitors annually. The rich Salinas Valley extends through the heart of the County, making Monterey the third largest agricultural county in California. The County encompasses 12 cities in five distinctive communities: North County, Salinas Valley, South County, the Monterey Peninsula, and the Big Sur Coastline. The County's largest industries are agriculture, government, real estate and tourism.

The Probation Department

The Monterey County Probation Department, consists of 288 employees and serves all of the criminal courts of Monterey County. Probation Officers supervise approximately 5,500 offenders in the Adult Division and 900 in the Juvenile Division. The Probation Department also operates and maintains the Juvenile Hall and other juvenile facilities and programs, including the Youth Center, the Silver Star Youth Program, and the Silver Star Resource Center.

The department's services to the community include recommending sanctions to the court, enforcing court orders, operating correctional institutions, supervising juveniles, assisting victims, and providing corrective assistance to individuals in conflict with the law.

The department works together with law enforcement agencies, schools, community based organizations, and the citizens of Monterey County to form productive partnerships to ensure public safety, offender rehabilitation, and the protection of victims' rights. The executive offices of the Department are located at 20 E. Alisal Street, Salinas, California 93901.

MISSION OF THE PROBATION DEPARTMENT

The mission of the Monterey County Probation Department is to provide protection to the citizens of Monterey County by preventing and reducing the frequency, severity, and impact of criminal and delinquent behavior among adults and juveniles who come within the jurisdiction of the Probation Department. This is accomplished through prevention activities, preparation of appropriate reports, recommendations to the court, enforcement of court orders, providing victim assistance and by seeking and developing new methodologies in probation services.

The Position

The Chief Probation Officer (CPO) is nominated by the Monterey County Juvenile Justice Commission and is appointed by and serves at the pleasure of the Judges of the Monterey County Superior Court. The current CPO is retiring after 30 years with the County. The CPO functions as the department head responsible for the overall policy, administration, and management of the Probation department, which includes adult and juvenile supervision and rehabilitation. Directing the enforcement of regulatory provisions of the California Government Code, the California Welfare and Institutions Code and the California Penal Code as related to the functions of the Probation Department is a primary responsibility. The CPO develops, implements and evaluates program objectives and operations, ensuring that the programs are evidence based and meet current county needs. Maintaining awareness of new trends and developments, the CPO will assess current and future needs of the department, establishing programs, policies, and procedures. Informing the public of current and proposed programs and obtaining the participation of interested citizens and groups in program development will be an ongoing objective. The CPO coordinates policy and program requirements with the Superior Court, the Juvenile Justice Court, the Juvenile Justice Commission, the County Administrative Officer and the Board of Supervisors. As head of the department, the CPO directs staff by developing goals and performance standards in accordance with department objectives. In addition, the CPO serves as a member of various boards, commissions and councils. The CPO interacts with other County management, departments, officials and confers with state and local criminal justice agencies.

Qualifications

Candidates must have a bachelor's degree in Administration of Justice, the Behavioral or Social Sciences, Criminology, Public or Business Administration or a closely related field as well as six years of increasingly responsible experience performing extensive probation administrative / managerial duties, three years of which have been in a senior level administrative managerial position.

The successful candidate will be an experienced executive with an unblemished record of integrity and ethics, recognized as a leader, and have excellent interpersonal skills. The ideal candidate will also have broad experience in probation administration, demonstrating principles of adult and juvenile probation, rehabilitation strategies, Realignment, Bail Reform, Risk Assessment and Pre-Trial Services. Experience in Collaborative Courts, such as Drug Court, DUI Treatment Court, Veteran's Court and Mental Health Court is expected. Personnel management skills, technology prowess and budget preparation and management experience are required for this executive position.

EQUAL OPPORTUNITY

Monterey County is an equal opportunity employer. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled.

Compensation and Benefits

Monterey County provides a competitive compensation and benefits package. The salary range for this position is \$150,808 to \$205,969 annually. The County has adopted a seven-step salary schedule, with step advances granted every two years. The County of Monterey Board of Supervisors will negotiate and determine salary placement depending on qualifications. The excellent benefits package includes:

- Retirement: CalPERS, 3% @ 50 for classic safety members-Tier 2 (employee pays 9% of member share) or 3% @ 55 for classic safety members-Tier 3 (employee pays 9% of member share), or 2.7% @ 57 for PEPRAs safety members (employee pays 10% of member share). CalPERS will determine the type of membership the candidate is eligible for depending on membership date to CalPERS and Safety position.
- Annual Leave: 23 days of annual leave are accrued in the first year; up to 37 days annually after 25 years.
- Holidays: 10 paid holidays per year plus 1 floating holiday. Christmas Eve when December 24 falls on a Monday-Thursday.
- Health Insurance: Cafeteria-style benefits plan offers a variety of pre and post-tax options including medical, dental and vision insurance for employees and dependents.
- Health Flexible Spending Accounts: May contribute up to \$2,700 annually to a flexible spending account and up to \$5,000 annually to a dependent care assistance program.
- Life Insurance: \$50,000 Term Life Insurance Policy is provided.
- Management Allowance: \$54.17 per month.
- Automobile Allowance: Up to \$375 per month for use of privately owned auto to execute duties.
- Professional Organization Membership: \$400 per calendar year.
- Professional Leave: 10 days per year, non-accruable.

For additional information on Monterey County benefits, visit www.co.monterey.ca.us/government/departments-a-h/human-resources

Application Process

An online application along with responses to the supplemental questions, a cover letter, a resume and five (5) professional references are required for consideration. Complete applications received prior to Sunday, October 20, 2019 by 10:00 pm will be given first consideration and review. Applications received after this date will be considered on a competitive basis only. The recruitment for the Chief Probation Officer position will remain open until filled.

Apply at www.governmentjobs.com/careers/montereycourts

As the Chief Probation Officer is appointed by the Judges, the Monterey County Superior Court will conduct the recruitment. For questions or assistance with the application, contact Court Human Resources at 831-775-5612 or email dlbscourtjobs.monterey.court.ca.gov

Application materials will be screened and competitively evaluated. Applicants who possess the required knowledge, skills and work experience will be invited to participate in a competitive selection process.

