Search Schedule

Sacramento County offers a comprehensive benefit package including: vacation, sick leave, holidays, administrative leave, medical plan, life insurance and long term disability insurance.

Permanent, regular employees of Sacramento County enroll in and contribute to the Sacramento County Employees’ Retirement System ("SCERS") under one of two possible retirement tiers. For miscellaneous employees who come to work for the County on or after January 1, 2013 and have no prior public employment history, Miscellaneous Tier 5 provides for a maximum retirement formula of 2.50% for each year of service at age 67. For miscellaneous employees who come to work for the County on or after January 1, 2013 and establish reciprocity with a retirement system joined prior to 2013, Miscellaneous Tier 4 provides a maximum retirement formula of 2.43% for each year of service at age 65.

Appointment will be based on best fit, education, training, competency, and experience as it relates to the position of Assistant County Executive, successful completion of a thorough background investigation and reference checks, and possible interview with the County Administrator.

The Recruitment Process

To apply for this exciting career opportunity, please send your resume and cover letter electronically to: Peckham & McKenney apply@peckhamandmckenney.com

Resumes are acknowledged within two business days. Call Phil McKenney toll-free at (866) 912-1919 for more information.

Resume filing deadline.........................August 15, 2016
Preliminary interviews...........................August 17 through August 29, 2016
Recommendation of Candidates ..............August 31, 2016
Final Interview Process ......................September 12, 2016

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

Peckham & McKenney Executive Search - Sacramento County, California
Sacramento County

Sacramento County was incorporated in 1850 as one of the original 27 counties of the State of California. The County’s largest city, the City of Sacramento, is the seat of government for the State of California and also serves as the County seat. Sacramento became the State Capital in 1854.

Sacramento County encompasses approximately 994 square miles in the middle of the 400-mile long Central Valley, which is California’s prime agricultural region. The County is bordered by the Contra Costa and San Joaquin Counties to the south, Amador and El Dorado Counties to the east, Placer and Sutter Counties to the north, and Yolo and Solano Counties to the west. Sacramento County extends from the low delta lands between the Sacramento and San Joaquin Rivers north to about ten miles beyond the State Capital and east to the foothills of the Sierra Nevada Mountains. The southernmost portion of Sacramento County has direct access to the San Francisco Bay.

The geographic boundaries of the County include seven incorporated cities: Sacramento, Folsom, Galt, Isleton, Citrus Heights, Elk Grove and Rancho Cordova. Each of these cities contributes a rich and unique dimension to the Sacramento County region.

Sacramento County operates under the charter form of government. It is governed by a five-member Board of Supervisors who are elected on a non-partisan basis to serve four-year terms. Each is elected from one of five supervisorial districts of the County.

District boundaries are adjusted after every decennial census to equalize district population.

Other elected officials include the Assessor, District Attorney and Sheriff. A County Executive is appointed by the Board of Supervisors to run the business of the County.

Sacramento County provides a full range of services including public protection, construction and maintenance of all public facilities, waste management, water, parks maintenance and operations, health and human services, human assistance, planning, tax collection, elections, airports and several others. Supporting the delivery of countywide services are nearly 12,000 employees distributed through several Departments and Agencies operating with a fiscal year budget of over $3.88 billion and a general fund budget of $2.36 billion.

For more information on Sacramento County, please visit their website at www.saccounty.net.

The Assistant County Executive Position

The Assistant County Executive (Chief Operations Officer) directs the overall day-to-day operations of the County working closely with and receiving executive policy direction from the County Executive. The Assistant County Executive oversees and provides policy direction to the Agency Administrators (Chief Deputy County Executives), the Chief Financial Officer, and department heads that report directly to the County Executive and subordinate County Executive staff. The Assistant County Executive is also the County Executive’s liaison with elected department heads and serves as the County Executive in his/her absence.

The new Assistant County Executive will be responsible for a variety of operational and administrative functions which may include, but are not limited to, the following:

• Advising the Board of Supervisors and County Executive on operational, administrative, labor and fiscal issues for overall County operations.

• Managing a wide variety of County operations, services, and activities through the Chief Deputy County Executives, the Chief Financial Officer, the Director of Labor Relations, and the Governmental Relations and Legislative Officer.

• Identifying future needs of the County, establishing long-term goals, and directing the development of strategies for meeting the needs of these goals.

• Attending and participating in briefings and meetings of the Board of Supervisors, and representing the County in meetings of staff, commissions, other jurisdictions, and professional and civic groups.

• Assisting the County Executive in the selection of Department Heads.

• Directing the supervision and work evaluations of assigned personnel.

• Performing related duties and responsibilities as assigned by the County Executive.

The Assistant County Executive position is currently vacant. This position became vacant when the Assistant County Executive was appointed to County Executive in May 2016.

The Ideal Candidate

Sacramento County desires a confident, creative, visionary leader who takes a collaborative approach toward board policy-making, community relations, and day-to-day management of employees.

The management style and personal characteristics of the ideal candidate include:

• A servant leader philosophy, with a strong commitment to public service and outstanding customer service.

• A leadership style that recognizes and empowers experienced and competent employees.

• A strategic and analytical thinker, with the ability to translate the Board of Supervisors’ and County Executive’s priorities to goals and metrics for success.

• A competent fiscal steward who deploys and manages people and resources effectively, and assures ongoing positive financial and quality performance and long-term budget planning.

• An excellent team leader with the ability to provide clarity about Sacramento County’s mission and values in ways that excite and motivate employees at all levels of the organization.

• A high level of integrity and a commitment to open, transparent government.

• An appreciation for a diversity of viewpoints and backgrounds and the ability to build strong relationships.

• A commitment to strategic planning through anticipation and communication of future needs and establishment of goals to meet those needs.

• An ability to set clear expectations and focus accountability for results and desired outcomes.

• A dedication to organizational development, growth and succession planning.

• A highly developed skillset in leading change that enhances the organization and fosters innovation and constant quality improvement.

• An exemplary collaborator with the ability to work with other governmental and community organizations, as well as private enterprise.

Sacramento County is seeking a generalist with an understanding of and appreciation for County operations, who demonstrates a leaders attitude, is open and approachable, is honest with untouchable integrity, and who is passionate about the County’s mission of providing excellent service to the County in a positive and caring manner.

Desirable Qualifications

As an exempt position, there are no minimum qualifications that must be met. The qualifications described below are desirable.

Education. The ideal candidate will have a Bachelor’s degree from an accredited college or university in business administration, public administration, accounting, finance, economics, human resource management, pre-law, operations management, or a similar field. A Master’s degree is preferred.

Experience. The ideal candidate will have extensive management experience, preferably in an administrative or support services department. A typical way to meet this requirement is possessing five years of experience as a department head in a public agency with responsibility for directing an administrative or support services organization, such as accounting, budgeting, finance, human resources, general services, or other centralized administrative function.

Compensation and Benefits

The salary range for this outstanding opportunity is from $210,470 to $232,039 annually. This position is exempt from Civil Service, receives a 3.35% management differential.
Sacramento County, California

Assistant County Executive

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and a $450/month automobile allowance. Sacramento County offers a comprehensive benefit package including: vacation, sick leave, holidays, administrative leave, medical plan, life insurance and long term disability insurance. Permanent, regular employees of Sacramento County enroll in and contribute to the Sacramento County Employees’ Retirement System (“SCERS”) under one of two possible retirement tiers. For miscellaneous employees who come to work for the County on or after January 1, 2013 and have no prior public employment history, Miscellaneous Tier 5 provides for a maximum retirement formula of 2.50% for each year of service at age 67. For miscellaneous employees who come to work for the County on or after January 1, 2013 and establish reciprocity with a retirement system joined prior to 2013, Miscellaneous Tier 4 provides a maximum retirement formula of 2.43% for each year of service at age 65.

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