

Napa County Probation Department

is seeking applicants for

Assistant Juvenile Hall Superintendent



A Tradition of Stewardship
A Commitment to Service



The Position

Under administrative instruction from the Juvenile Hall Superintendent, the Assistant Superintendent assists with planning, organizing, directing and coordinating the program and staff of the Juvenile Hall. Management oversight also includes acting for the Juvenile Hall Superintendent in their absence.

The ideal candidate will possess the following expertise and attributes:

- Experience working with youth and an understanding of adolescent brain development
- Understanding of Evidence Based Practices and a Strength-based approach
- Skill and knowledge to implement and support trauma informed and therapeutic programming
- Effectively coordinate and direct the various activities of the institution
- Excellent leadership and interpersonal skills in-building and maintain effective professional relationships with staff, community partners, law enforcement, parents, and the public
- Proven experience in personnel supervision, evaluation, and discipline methods
- Ability to understand, implement, and maintain up to date State and Federal regulations and County and Department policies
- Ability to analyze reports and statistics accurately to prepare and administer facility budget

The Department

The Department is recognized in the state for our early implementation of evidence based programs for the youth and adults we serve and our strong partnerships with the community and other law enforcement agencies.

Required Experience and Education

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience-Three years of responsible experience in a detention facility or in probation work including at least two years in a management or supervisory capacity.

Education-Equivalent to graduation from an accredited college or university with major course work in public administration, administration of justice, corrections, criminology, sociology, psychology, any of the behavioral sciences or closely related field. (Additional qualifying detention/probation experience may be substituted for two years of the required education on a year-for-year basis.)

License or Certificate-Possession of a valid driver's license; completion of mandated Standards and Training for Corrections program requirements; possession of a valid P.C. 832 certificate (Arrest and Detention) within the first year of hire.

*Persons employed in this class must be willing to work evenings, weekends and holidays.

The Napa Valley

The Valley is also home to over 130,000 residents who share a strong sense of community and a legacy of preserving and protecting their rich agricultural heritage. Located in the heart of California's preeminent wine region, Napa County is also part of the dynamic San Francisco Bay Metropolitan Area. With its sunny Mediterranean climate and proximity to the mountains and the ocean, the County offers residents easy access to virtually unlimited shopping, dining, cultural and recreational opportunities.

Most of Napa Valley residents live in one of the County's five incorporated cities or towns, ranging from Napa, the County seat with a population of 74,000, to Yountville, with 3,280 residents. With its strategic location, natural and cultural resources, history of responsible land use planning and attractive quality of life, Napa County offers its residents the ideal mix of small town living and big city amenities.

Application Process

The final filing date: **5:00 pm, November 12, 2021**

Please go to: www.napacountycareers.com for additional information regarding the recruitment and to access the online application materials.

Following the final filing date, applications will be screened for minimum qualifications. Those most qualified applicants will be invited to participate in an oral interview, tentatively scheduled for the week of **December 6, 2021**. Only the most qualified candidates will be invited to the interview.



Napa County

A general law county, Napa County is governed by a five-member Board of Supervisors elected by district for four year terms. The Board of Supervisors appoints a County Executive Officer who is responsible for providing overall management for the County's operations, including day-to-day supervision of the County's appointed department heads.

Napa County has a budget of over \$454 million and has enjoyed relative financial stability in recent years compared to many agencies. More than 1,400 county employees provide services to the public through 17 departments—5 managed by elected officials and the remainder managed by a department head appointed by the Board of Supervisors based on the recommendation of the County Executive Officer. County services include land use permitting, road maintenance, social services, public safety, elections, public health, behavioral health, environmental management, airport operations, library services, emergency operations and dozens of other programs that benefit County residents. As an organization, Napa County is dedicated to improving the lives of its residents and reflecting the best of the community's values: integrity, accountability and service.

Compensation and Benefits

Annual salary range: \$99,486.40 - \$120,972.80

(Additional 5% Safety Pay for Sworn Peace Officers)

The County also offers an outstanding benefit package that includes:

- **Vacation** - 15-26 days of vacation annually based upon years of service. Prior government service may be credited toward accrual.
- **Sick Leave** - 12 days earned per year.
- **Holidays** - 12 paid holidays per year.
- **Management & Personal Leave** - 80 hours of management and 19 hours of personal leave credited per fiscal year.
- **Medical Insurance** - Choice of seven CalPERS medical plans. The County makes a significant contribution toward the premium.
- **Dental Insurance** - Choice of two Delta Dental plans. County pays full premium.
- **Retirement** - The County participates in the California Public Employees' Retirement System (CalPERS) offering 2% @ 60 for current members of CalPERS from another agency (or reciprocal agency), and 2% @ 62 for new members.
- **Deferred Compensation** - A choice of a 457 and/or a 401a plan with a County match.
- **EAP** - County-paid Employee Assistance Program.
- **Worker Proximity Housing Program** - Down payment assistance program available to County employees who meet qualifications.

The County of Napa is an Equal Opportunity Employer