

The County of Santa Clara

Invites Applications for

# ASSISTANT DIRECTOR PRETRIAL SERVICES

An Executive Leadership Career Opportunity



## THE POSITION

Under direction from the Director, Pretrial Services, to assist in the planning, organizing, directing, and managing the day-to-day management responsibilities and long-term coordination of programs of the Office of Pretrial Services. The Assistant Director, Pretrial Services, will function as Chief Operating Officer and provide oversight for programs within Pretrial Services, which include investigation, evaluation, diversion, supervision and associated recommendations to the court regarding arrestees.

County of Santa Clara

*- The County of Santa Clara is an equal opportunity employer and values diversity at all levels of the organization.-*

Employee Services Agency - Executive Services Unit | 70 West Hedding Street, 8th Floor, East Wing, San Jose, California

## THE OFFICE OF PRETRIAL SERVICES

The Office of Pretrial Services (PTS) facilitates Own Recognizance (O.R.) release processes for defendants held in jail pending trial. Most arrestees are interviewed at the time of booking and investigative reports are prepared and presented to judges, who make statutory release and detention decisions based on the information provided. (See Penal Code Sections 1318-1320). Individuals may be granted an O.R.P. (Own Recognizance Release Program) release by the judge and be required to make all scheduled court appearances and not violate any court-ordered conditions or laws while the case is pending. The judge also has the option of imposing conditions on an individual's release and may grant a Supervised Own Recognizance Release Program (S.O.R.P) release from jail. Conditions of release vary according to the potential risks involved in the case and may include drug testing, substance dependence or mental health treatment, domestic violence counseling, and protective/restraining orders. To learn more about the Office of Pretrial Services, [CLICK HERE](#)



### CHALLENGES AND OPPORTUNITIES

- Increasingly diverse, voluminous and diverse client-load, along with dynamic risks, impacts, needs, and resources
- New Programming via shared datasets, system mapping and pilots
- Challenges and opportunities with new technology tools
- Progressing from a carceral and often punitive criminal justice model to a more collaborative social justice-oriented behavioral health, safety and justice continuum
- Challenges and opportunities of collaborating with community-based organizations

## DESIRABLE CHARACTERISTICS

- Creative and innovative
- Both confident and humble
- Can swiftly shift and balance priorities
- Possess political acumen, astuteness, and a refined ability to present complex and sensitive subject matter impromptu and publicly
- Ability to build and sustain relationships of trust with employees, labor unions and leaders alike, especially those with disparate points of view and competing philosophies
- Ability to seek and gain consensus, to stand corrected and to go with the best ideas
- Always encouraging and giving employees credit, and leading a team with inspiration and support

TO LEARN MORE AND TO APPLY FOR THIS POSITION

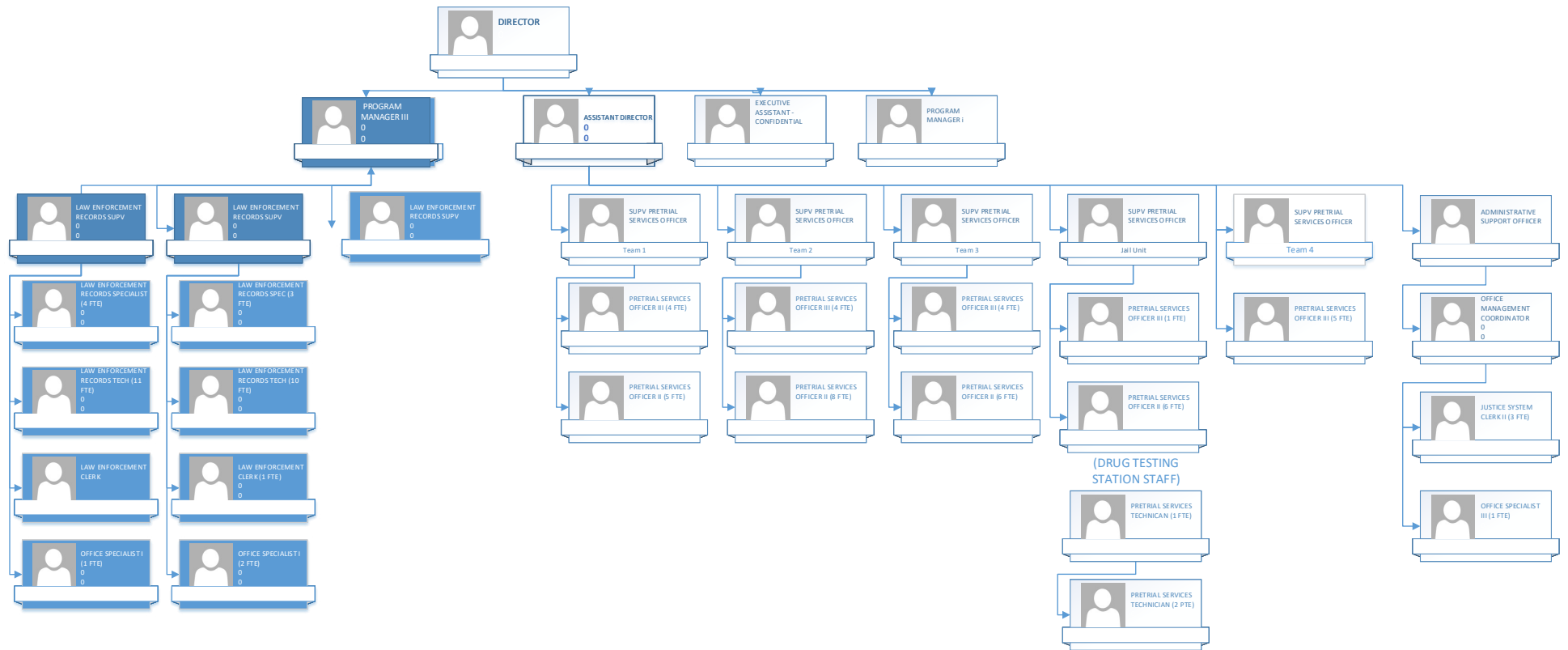
[CLICK HERE](#)

Or visit: [www.sccjobs.org/ExecRecruitment](http://www.sccjobs.org/ExecRecruitment)



# ORGANIZATIONAL CHART

## Office of Pretrial Services



ZOOM IN TO ENLARGE

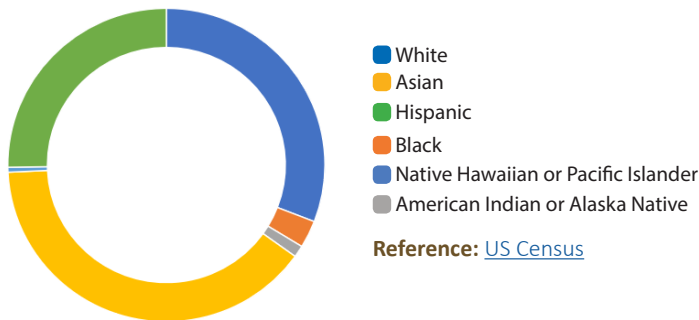


# ABOUT THE COUNTY

Santa Clara County, sometimes referred to as “Silicon Valley,” is unique for its geographic attractiveness and social diversity. With its numerous natural amenities and one of the highest standards of living in the country, it has long been considered one of the best areas in the United States to live and work.

The County’s population of 1.92 million is the largest in Northern California, one of the State’s most heterogeneous, rich in ethnic and cultural diversity, and enjoys access to all of the attractions of the San Francisco Bay Area. The elected Board of Supervisors establishes policies to address issues that affect the day-to-day operation of the County government and is responsible for an annual operating and capital improvement budget of more than \$9 billion. It adopts ordinances that affect unincorporated communities and oversees the budget. The County operates under a “charter” form of government, which gives the County substantial responsibility and authority. Under this charter, the Board appoints a County Executive to administer County Government. Santa Clara County is the third largest employer in Silicon Valley with approximately 22,000 employees.

Santa Clara County is made up of people from diverse cultures, nationalities, and racial groups. Over 100 languages and dialects spoken. A large percentage of the population in the County was born outside of the United States.



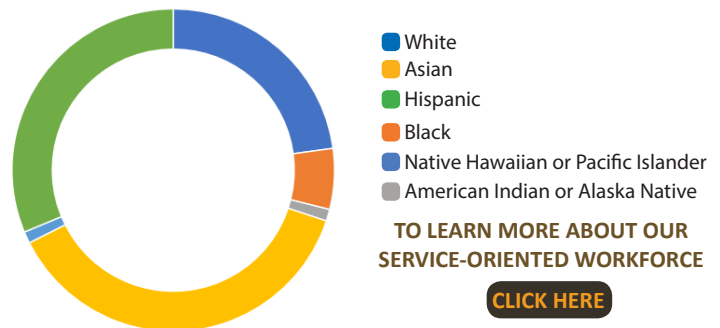
## RESOURCES

Santa Clara County Website [www.sccgov.org](http://www.sccgov.org)  
San Jose Neighborhoods [www.sanjose.org/neighborhoods](http://www.sanjose.org/neighborhoods)  
Housing [www.sccaor.com/housing-stats](http://www.sccaor.com/housing-stats)  
Schools [publicschooldirectory.sccoe.org](http://publicschooldirectory.sccoe.org)  
San Jose Convention and Visitors Bureau [www.sanjose.org](http://www.sanjose.org)  
Santa Clara County Parks [www.parkhere.org](http://www.parkhere.org)



## DIVERSE WORKFORCE

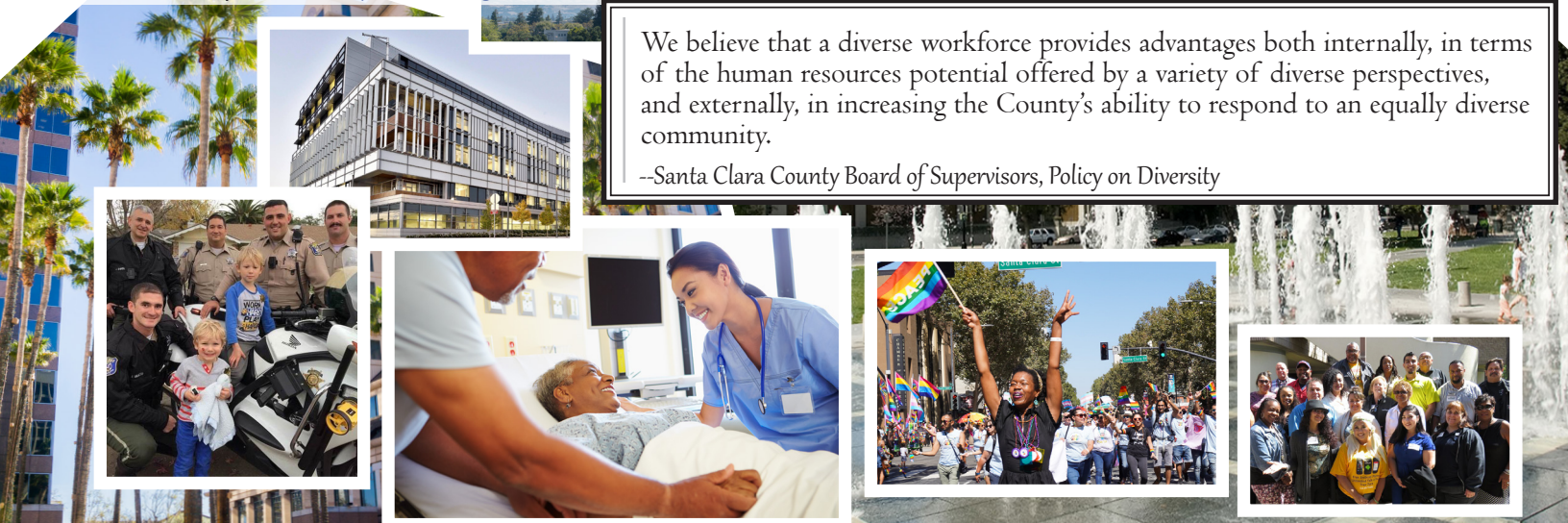
Much like the communities it serves, the County of Santa Clara’s workforce is also highly diverse, with an ethnic distribution that closely approximates that of the county as a whole. Additionally, the County’s workforce is widely distributed across age groups, with employees ranging from 18 to 80. This wide range provides the County with diverse perspectives and allows for better representation across the many generations we serve.



The County’s diverse workforce is a product of intention, derived from the Board of Supervisors’ Policy on Diversity, with a commitment to valuing that diversity through fair representation and treatment of all groups.

We believe that a diverse workforce provides advantages both internally, in terms of the human resources potential offered by a variety of diverse perspectives, and externally, in increasing the County’s ability to respond to an equally diverse community.

–Santa Clara County Board of Supervisors, Policy on Diversity



# COMPENSATION AND BENEFITS

**\$149,240 - \$191,443**

Annually

Salary is dependent upon qualifications and cannot exceed the maximum amount listed.

The County provides a generous Executive Management benefit package:

- ✓ **Membership in California Public Employees' Retirement System (CalPERS)**
- ✓ **Health Insurance: Kaiser, HealthNet, or Valley Health Plan**
- ✓ **Dental/Vision Insurance: Single and family premiums fully paid. Delta or Liberty Dental / VSP Plan**
- ✓ **\$200,000 Double Indemnity Term Life Insurance coverage provided by the County.**
- ✓ **Annual Leave: 36 days per calendar year**
- ✓ **Annual Leave "Cash-Out" Program**
- ✓ **13 paid holidays per calendar year**
- ✓ **Administrative Leave**
- ✓ **Deferred Compensation plan available (Fidelity-457)**
- ✓ **Relocation assistance available**
- ✓ **Employee assistance Program (Employee and Family)**
- ✓ **Dependent Care Assistance Program**
- ✓ **Health Flexible Spending Account**
- ✓ **VTA SmartPass Clipper Card**
- ✓ **A robust wellness Program**

**CLICK HERE**

To get an in depth look of the County's Executive Leadership benefit package.

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## Questions regarding this recruitment

please contact:

ADRIAN CUDAL  
(408) 299-5852  
adrian.cudal@esa.sccgov.org

## FILING PERIOD AND APPLICATION PROCEDURE

It is anticipated that this recruitment will close  
**Tuesday, July 27, 2021**

To qualify for this exceptional opportunity, please attach the following along with your online application:

- **Responses to the online supplemental questions**
- **Résumé**
- **Letter of interest explaining why you are the ideal candidate, including specific examples from your experience.**

Thorough referencing and a background investigation will be conducted once mutual interest has been established. Prior authorization from the finalist will be obtained by Executive Services.

This recruitment requires the submission of an online application.

**Click Here** to apply. Or visit [www.sccjobs.org/ExecRecruitment](http://www.sccjobs.org/ExecRecruitment)

The filing period may be extended further or closed as early as 10 days from the issue date if necessary. Please monitor our website for updated closing information.



SANTA CLARA COUNTY  
SOCIAL SERVICES AGENCY