



# CHIEF PROBATION OFFICER

County of Ventura, CA



## THE COUNTY

Ventura County is located on California's "Gold Coast," approximately 35 miles northwest of Los Angeles and 20 miles southeast of Santa Barbara. It is the 26th largest county out of 58 in the State of California and has a beautiful, temperate climate. Its landmass rises from sea level to 8,831 feet at Mt. Pinos in the Los Padres National Forest. At certain times of the year, it is possible to stand on the beach and see snow in the mountains.

The mild Mediterranean climate, along with scenic geography, makes the area attractive to the more than 800,000 culturally and ethnically diverse people who call Ventura County home. The unincorporated areas – along with the ten incorporated cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Santa Paula, Simi Valley, Thousand Oaks, and San Buenaventura (Ventura) – rank Ventura as the 13th most populous county in the State.

Fertile valleys in the southern half of the county make Ventura County a leading agricultural producer. Together, farming and the Los Padres National Forest occupy half of the county's 1.2 million acres. In addition, Ventura County has a strong economic base that includes major industries such as biotechnology, health care, education, agriculture, advanced technologies, oil production, military testing and development, and tourism.

Home to two universities (California State University Channel Islands and California Lutheran University), a small private college and three community colleges (Oxnard, Ventura, and Moorpark), multiple university extensions, institutes, and adult schools, the county is an educational center and enjoys a strong structure for workforce development. Ventura County is a wonderful and safe environment to raise a family.

## THE GOVERNMENT

Ventura County is a "general law" county, governed by a five-member, elected-by-district Board of Supervisors. The Supervisors appoint the County Executive Officer (CEO) to oversee the County budget, day-to-day operations, as well as to advise, assist and act as an agent for the Board of Supervisors in all matters under the Board's jurisdiction.

The County is supported by a total budget of approximately \$2.7 billion and more than 9,500 allocated FTEs in 26 agencies/departments. The County provides a broad variety of services from 26 different departments and agencies that include safety and social services, healthcare, airports, harbor, resource management, parks, information technology, and public works. There are six elected department heads in addition to the Board of Supervisors: Assessor, Auditor- Controller, Clerk-Recorder/Registrar of Voters, District Attorney, Sheriff, and Treasurer-Tax Collector.

The Superior Court of California, County of Ventura has 30 judges, 4 commissioners, and a staff of approximately 370 employees with an annual budget of \$62 million. The court has five operational areas: Criminal and Traffic; Juvenile, Civil and Small Claims, Family Law and Probate.



# CHIEF PROBATION OFFICER

County of Ventura, CA

## THE PROBATION AGENCY

The Ventura County Probation Agency's mission statement is: To promote effective interventions, individual accountability and community well-being.

The dedicated employees of the Ventura County Probation Agency (VCPA) work to transform and empower the lives of youth and adults under their care and supervision. In doing so, VCPA collaborates with justice system stakeholders (e.g., judges, prosecutors, defense counsel, law enforcement, and service providers) and allied organizations, community-based partners, and community members to support victims and to provide evidence-based programming and other services to those under supervision.

With an annual operating budget of nearly \$78 million and 445 budgeted positions, VCPA conducts its work in the courtroom, community, and juvenile facilities. The Agency is comprised of four bureaus:

- **ADULT SERVICES BUREAU** – This Bureau consists of Adult Field Services, Adult Safety Realignment, Adult Detention Alternative Programs, and Adult Court Services. These divisions perform specialized functions supervising more than 8,400 adults each year and participate in over 13,000 court actions. Services include pre-sentence investigation reports, pretrial evaluations, risk and needs assessments, work release, and probation and post release supervision.
- **JUVENILE SERVICES BUREAU** – This Bureau comprised of three divisions: Juvenile Field Services, Juvenile Court Services, and Juvenile Facilities. The Bureau focuses on prevention, diversion, youth and family support services, treatment, and community supervision. It oversees programs for over 600 youth each year and participates in 2,700 court actions. The Juvenile Field Services Division manages citations, operates several specialty programs, administers risk and needs assessments, develops individualized and comprehensive case plans, and supervises in the community youth who are at moderate to high risk of recidivism. The Juvenile Court Services Division provides intake and investigative reports to the Court, operates an electronic monitoring program, and coordinates the placement of youth with high needs. The Juvenile Facilities house youth and young adults pending Juvenile Court proceedings and/or custody commitments and offer rehabilitative treatment pending their release back into the community.
- Two other bureaus, consisting primarily of civilian staff, provide essential services to support VCPA and its employees. **THE ADMINISTRATIVE SERVICES BUREAU** includes the Professional Standards Unit, which conducts pre-employment background investigations and internal investigations on both peace officers and civilian staff. This bureau also includes Clerical Support, the Custodian of Records, Agency Courier Services, Human Resources, Labor Relations, and Staff Training. **THE BUSINESS SERVICES BUREAU** oversees Fiscal, Information Technology, and Strategic Management. This bureau has the immense responsibility of ensuring that all Agency staff have the resources and tools to perform their work effectively and efficiently.

As the field of corrections has evolved, so have the needs of the County's offenders and the community. To service these needs, VCPA has introduced scientific, evidence-based programming to its supervision model, including individual and family counseling, job training and readiness, anger management, risk and need assessments, and substance abuse intervention in an effort to maximize a probationer's successful transition back to the community. If these services prove unsuccessful and incarceration is warranted, the Agency operates and provides programming at two detention facilities in the county: the Juvenile Facilities in Oxnard, and the Work Furlough facility in Camarillo.



## THE OPPORTUNITY

The Chief Probation Officer is responsible for the development, supervision and maintenance of juvenile, adult, probation and corrections services, including the investigation of referrals, supervision of clients, adult and juvenile custodial and treatment facilities, and rehabilitation services and programs.

The Chief Probation Officer holds a unique position in the County, selected by both the Superior Court and the County, operating under Government Code section 27770 et seq., Penal Code section 1203.5, Welfare and Institutions Code section 270 et seq., and other applicable law. Although the Chief Probation Officer is a County employee, the Superior Court has authority under law to direct and order the Chief Probation Officer to perform certain duties and report to the Court as required by law. Additionally, this position functions as a Director for the Probation Agency, a County department head overseeing County staff.

Given this unique position, the Chief Probation Officer meets regularly with the Presiding Judge, the Supervising Criminal Court Judge, and the Presiding Judge of Juvenile Court to review policy, operations, and services to the Court and works with the Board of Supervisors and the County on policy and operational issues (e.g., budget and fiscal matters, human resources, facilities, etc.) keeping them informed on community safety and offender services. The Chief Probation Officer works closely and collaboratively with a broad spectrum of local and regional criminal justice and human service organizations, as well as community leaders.

In July 2020, VCPA launched a collaborative effort among the leadership and staff to create the 2021-2025 Strategic Plan. The goals, objectives and performance measures that comprise this strategic plan seek to enhance VCPA's capacity to accomplish and sustain its vision and mission of transforming and empowering lives to achieve community well-being. The five main areas of focus are:

1. **Programs and Services** – Programs, services and practices that encourage positive life changes and support community well-being
2. **Data** – A data driven and strategic Agency that is continually improving
3. **Communication** – Transparent communication within the Agency, with stakeholders and with the community at large
4. **Workforce** – An inspired and diverse workforce, united in purpose and dedicated to excellence
5. **Leadership** – A culture where leaders inspire, engage, mentor and celebrate the personal and professional development of staff

For information on the 2021-2025 Strategic Plan, please visit: [https://vcportal.ventura.org/CEO/docs/publications/Strategic\\_Plan\\_091311-1.c.pdf](https://vcportal.ventura.org/CEO/docs/publications/Strategic_Plan_091311-1.c.pdf)



# CHIEF PROBATION OFFICER

County of Ventura, CA

## THE IDEAL CANDIDATE

Ventura County seeks experienced and well-rounded leaders with a proven track-record in probation to apply for the Chief Probation Officer position. The ideal candidate will be a seasoned, innovative and engaging leader. The incoming Chief Probation Officer will focus on the top priorities:

- **Leadership** – Lead the implementation of the 2021-2025 Strategic Plan. Continue to foster an evolving positive department culture. Work collaboratively with other County departments, community groups, stakeholders and unions.
- **Organizational Review** – With a fresh perspective, assess the current structure of the Agency and reorganize it as needed.
- **Legislation** – Stay abreast of the ever-changing legal environment, new laws and initiatives.
- **Succession Planning** – In addition to workforce development, address recruitment and retention challenges. Address ongoing staff shortages as the County emerges from the COVID-19 pandemic and wave of retirements.

The ideal candidate will be accountable and hold others accountable as well. He/She will have outstanding communication and listening skills and be able to navigate and resolve multi-faceted challenges and initiatives. This person will embrace the opportunities to initiate positive changes, inspire and assist others when needed and always able to see the best in the workforce.

The ideal candidate will be very passionate about the VCPA and the client it serves. Lastly, the ideal candidate will be cognizant of and will promote the Court's and County's mission of diversity, equity and inclusion practices and principles in carrying out the services of the Agency.

### **Education, Experience and Certifications**

- A four-year degree from a college or university accredited by the Western Association of colleges and universities is preferred, in addition to broad, extensive, progressive and responsible upper management administrative experience in probation, parole services and institutional corrections functions, and substantial experience in an administrative capacity with major budgetary responsibilities. (It is desired that candidates have a master's degree in criminal justice, sociology, psychology, business or public administration or a related field.)
- Candidates should have demonstrated leadership experience in a large organization including the implementation of evidence-based practices to effectuate results. Experience in managing juvenile custody facilities is a plus as is considerable experience supervising corrections services teams.
- The incumbent is a Peace Officer and must meet all of the minimum employment standards set forth in Section 830.5 of the Penal Code and Sections 1029 and 1031 of the California Government Code as well as the requirements established by the Commission for Peace Officer Standards and Training (POST).
- Requires possession of a valid California driver's license by date of appointment and completion of a thorough background investigation which may include a psychological evaluation.

## COMPENSATION

The annual base salary for this position is **\$173,562 to \$243,011**. The County of Ventura offers an attractive compensation and benefits package as well. Benefits include:

- **A general salary increase** of 4.0% effective December 24, 2023 and 3.5% effective December 22, 2024.
- **Recruitment Relocation Incentive:** Executive management employees, as designated by the Director—Human Resources, may be offered a relocation allowance not to exceed \$15,000 following criteria set forth in the Management Resolution Sec. 616B.
- **Educational Incentive:** Completion of a graduate degree not required for the position may qualify for an incentive of up to 5% in addition to the base salary.
- **Executive Administrative Leave:** The candidate selected for this position will earn 248 hours per year, increasing to 288 hours after 5 years of service, to 328 hours after 10 years of service, and to 368 hours after 15 years of service or credit granted for prior public service.
- **Annual Leave Redemption:** The ability to “cash in” or redeem up to 100 hours of Annual Leave per year after using 80 hours.
- **Automobile Allowance:** \$575 per month or may be authorized assignment of a County vehicle.
- **Deferred Compensation:** Eligible to participate in the County’s 401(k) Shared Savings Plan and/or the Section 457 Plan. This position is eligible for up to a 3% match on your 401(k) contributions.
- **Health Insurance Plans:** You are afforded a flexible credit allowance of up to \$21,450 annually for purchasing medical, dental, and/or vision insurance from a group of authorized plans for Plan Year 2023.
- **Holidays:** 12 paid days per year which includes a scheduled floating holiday.
- **Miscellaneous Benefits:** Other benefits include Flexible Spending Account Plans, Disability Plans, Employee Assistance Program, Life Insurance, Tuition Reimbursement, Benefit Reimbursement Program and a Wellness Program. Incumbents are also entitled to County-paid membership in professional organizations related to their position.
- **Pension Plan as a Safety Member:** Participation in the County’s Retirement Plan. Employees hired (by a VCERA employer or a reciprocal public agency) prior to January 1, 2013 are considered “Legacy” members and eligible to receive 2% at 50. Employees hired on or after January 1, 2013 (who are not eligible for reciprocity by virtue of employment with a reciprocal employer) are considered “PEPRA” members and eligible to receive 2.7% at 57. All Legacy and PEPRA retirees are eligible for an annual COLA, up to 3%.

## HOW TO APPLY

Please apply **on-line** by **March 13, 2023** at [www.alliancerc.com](http://www.alliancerc.com). For questions, inquiries or candidate recommendations, please contact:

Sherrill Uyeda or Cindy Krebs

**ALLIANCE RESOURCE CONSULTING LLC**

Telephone: (562) 901-0769

Email: [suyeda@alliancerc.com](mailto:suyeda@alliancerc.com) or [ckrebs@alliancerc.com](mailto:ckrebs@alliancerc.com)

<https://www.linkedin.com/company/alliance-resource-consulting>

*An Equal Opportunity/ADA Employer*

