



Mission Statement

To promote the best interests and well-being of children and families by working to ensure that children receive consistent and reliable support from both parents.

Ventura County

Invites your interest for the position of

Director – Department of Child Support Services

Base salary (maximum): \$213,823 Annually



Filing Period: April 19, 2017 until position is filled

First review of applications: 5/12/17

The County of Ventura



From rolling hills to sweeping ocean views, Ventura County is located on the “Gold Coast,” approximately 50 miles northwest of Los Angeles and 30 miles south of Santa Barbara. The near perfect climate (Mediterranean) with an average annual temperature of 74.2 degrees and a wonderful quality of life are two of the many reasons the 802,983 residents choose to call Ventura “home.” Ventura has a diverse economic base from tourism to high-tech enterprises in beautifully planned communities, making the region one of the safest and fastest growing in Southern California.

The County’s 1,873 square miles include 43 miles of beautiful coastline. The County of Ventura is home to the following cities and points of interest: Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Santa Paula, Simi Valley, Thousand Oaks, and Ventura as well as national protected areas such as parts of the Angeles National Forest, Channel Islands National Park, and the Santa Monica Mountains National Recreation Area.

The County of Ventura offers numerous year-round activities ranging from walking on the beach to enjoying a concert in a park, or sailing to the Channel Islands, or hiking in the Los Padres National Forest. Ventura County is home to the Ronald Reagan Presidential Library and Museum, the San Buenaventura Mission, art galleries, and a state-of-the-art Civic Arts Plaza.

Ventura County has a strong economic base that includes major industries such as biotechnology, agriculture, advanced technologies, oil production, military testing and development, and tourism. Home to two universities (California State University Channel Islands and California Lutheran University), and three Community Colleges (Moorpark, Oxnard, and Ventura), multiple university extensions, institutes, and adult schools; the County enjoys a strong structure for workforce development.



Director – Department Child Support Services

The Department Child Support Services

California's Title IV-D child support program works with parents and guardians to ensure children and families receive court-ordered financial and medical support. Child support services are available to the general public through a network of 51 county and regional child support agencies that serve approximately 1.4 million children and families statewide. Ventura County Department of Child Support Services provides services which include locating a parent; establishing paternity; establishing, modifying and enforcing court orders for child support and health insurance coverage; and collection and distribution of child support payments. We work collaboratively with other child support agencies, the courts, the Family Law Facilitator's Office, Health and Human Services, employers and various state and federal agencies.



Department Philosophy

We will faithfully uphold the laws relevant to the establishment and collection of child and medical support and extend our commitment to the community by providing services to promote family self-sufficiency. We offer our assistance to all individuals in a professional and courteous manner. We believe we can make a positive difference in the lives of children by being dedicated to our mission and performing our duties to the best of our abilities. We will treat the public and fellow employees with respect, fairness and dignity. We will act with integrity and be impartial in all of our decisions. We take pride in the trust bestowed upon us in our mission and will strive to always uphold this trust.

About the Position

The Director of the Department reports to the Board of Supervisors and Chief Executive Officer. The Director manages the overall administration of the Department including policy decisions, strategic plans, budget, and development of staff. The Director is responsible for ensuring that operations are consistent with federal, state, and local laws and regulations.

The ideal candidate has a Bachelor's degree from an accredited college or university; extensive management experience in a large organization, that includes in-depth knowledge of government programs at the federal, state or local level; the ability to apply independent judgment and discretion; excellent communication and interpersonal skills; strong analytical and critical thinking skills; a high level of integrity and strong sense of ethics, strategic planning experience; budget development and administration skills; and a vision for supporting families.

Typical Duties

The duties may include, but are not limited to the following:

- Establish and achieve departmental priorities, goals and objectives;
- Determine service and program needs while considering short and long range financial impact;
- Implement quantifiable measurements to measure success of projects;
- Collaborate with the California Department of Child Support Services on statewide project, priorities and programs;
- Serve on statewide committees to advance the interests of the child support program;
- Work with other County departments and the Board of Supervisors to advance the needs of the Department and County; and
- Represent the Department to external stakeholders, including state child support officials, community based organizations, and the public.

Compensation and Benefits

Current Annual Base Salary Range:
\$152,716.42 - \$213,823.94 per year.

The County offers an attractive compensation and benefits package. In addition to the above base salary, other “cash-like” benefits include, a 3% match on your 401k contributions (up to a maximum of \$7,812 annually), the ability to “cash in” or redeem up to 100 hours of Executive Annual Leave (up to a maximum of \$12,520 per year), and participation in the County’s defined benefit pension plan.

RETIREMENT/SOCIAL SECURITY: Both the County and you contribute to the County's Retirement Plan, which immediately vests in your Ventura County Employees Retirement Association (VCERA) account. Defined retirement benefits vest after 5 years of service. Compensation for retirement purposes includes all cash compensation excluding overtime, and including Flexible Benefits contribution. The County and you also each contribute to Social Security.

HEALTH PLANS: Medical, Dental, and Vision Plans for you and your dependents. A flexible credit allowance of up to \$9,022 annually.

FLEXIBLE SPENDING ACCOUNTS: Increase your spending power through reimbursement with pre-taxed dollars for IRS approved dependent care and health care expenses.

EXECUTIVE ANNUAL LEAVE: 248 hours earned 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.

HOLIDAYS: 10 paid days per year plus a scheduled floating holiday.

DEFERRED COMPENSATION: You may elect to contribute to one or both of the County's deferred compensation plans (established under Internal Revenue Code Sections 401(k) and 457). If you participate in the County sponsored 401(k) plan, the County will match a part of your contribution up to 3% of your salary, on a pay period basis. You must be regularly scheduled to work 40 hours or more each pay period to participate in the 401(k) plan. These plans enable you to build long-term savings while deferring current federal and state income taxes. In addition to pre-tax contributions, you are also able to make after-tax contributions through the Roth option available in the 457 plan.

Incumbents are also entitled to County-paid membership in professional organizations related to their position.

Other benefits include: Disability Plans, Employee Assistance Program, Life Insurance, Tuition Reimbursement, Benefit Reimbursement Program and a Wellness Program.

The Process

To apply for this exceptional and unique career opportunity, please do one of the following:

E-mail your current resume to: jose.bernard@ventura.org;

Mail a hard copy of your current resume to Jose Bernard; County of Ventura Human Resources; 800 South Victoria Avenue, L-1970, Ventura CA 93009;

Submit an on-line application at www.ventura.org/jobs and attach your current resume.

First review of applications is anticipated to be on May 12, 2017.

