



San Joaquin County, CA Parks Administrator



San Joaquin County & Community

The Director of General Services for San Joaquin County is seeking an experienced, innovative manager/administrator for the position of Parks Administrator.

One of the original 27 counties of California, San Joaquin County was created in 1850 at the time of statehood, and takes its name from the San Joaquin River. The State of California today is divided into 58 counties. Located in the rapidly growing San Joaquin Valley and just 75 miles east of the San Francisco Bay Area, the county covers a total of 1,426 square miles including 35 square miles of water and waterways.

The overall County population is currently estimated to be more than 715,000. The County population is a diverse community of approximately 59.3% White-Non-Hispanic, 38.3% Hispanic or Latino, 14.4% Asian, 11.6% Other Race, 7.4% Black or African American, 5.8% Two or more Races, 1% American Indian or Alaska Native, and 0.5% Native Hawaiian or Other Pacific Islander. Over 75 languages are spoken within the region and there is a richness in the blending of cultures and ways that create an air of celebration about individual customs, foods and cultures.

The major eight cities/communities within the County include Mountain House, Tracy, Lathrop, Manteca, Ripon, Escalon, Lodi and the county seat of Stockton. These communities provide quality affordable housing along with numerous recreational opportunities and state-of-the-art K-12 schools (17 school Districts). Higher Education in the area include the University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and School of Law, National University and San Joaquin Delta Community College.

A county of beauty, recreation and natural riches from the waters of the Delta to the grape vines and wine, San Joaquin County has it all, including some of the finest opportunities in the state for boating, fishing, camping, history-gathering, nature, music, arts and culture, or just fun in the sun. Speaking of arts and culture: the Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important and exciting experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage. The Haggin Museum, San Joaquin County Historical Museum, and the Children's Museum of Stockton are also popular spots.

San Joaquin offers tremendous opportunities to the residents and businesses that call it home. The County also boasts a sophisticated transportation network comprised of an international deep-water port, major interstate highways, air and rail services as well as delta recreation and waterways, farm fresh food and most important a highly skilled and diverse workforce. The County is also one of the most agriculturally rich regions in California and is the number one producer, statewide of asparagus. Twenty-four thousand acres of county farmland are dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.

San Joaquin County government provides twenty regional and community parks for boating, camping, picnicking, swimming and organized sports. Individual cities and communities also provide a host of opportunities such as the Lodi Lake Park and Nature Area, and the

Woodbridge Ecological Reserve. In addition, the county-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults.

Sports enthusiasts will have no problem staying busy in San Joaquin and Stockton with two professional teams and numerous other college and regional sports venues/opportunities. As an example, Stockton is home to the Stockton Ports Professional Baseball Team (Affiliated with Oakland A's), who play at the Water Front Stockton Ball Park, and the Stockton Heat Professional Hockey Team who play at the 10,000 seat Waterfront Arena.

The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from Stockton Harbor north to Sacramento – to and offering access to the San Francisco Bay.

The Housing market is also one of the more affordable in the State of California. Housing in San Joaquin County is still some of the most affordable when compared to other nearby areas. Comfortable, affordable housing is available in most sections of the county and new homes abound in both the south and north area, with historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities, cultural, recreational and educational resources that the area provides.

San Joaquin County Government and the General Services Department

The government of San Joaquin County is defined and authorized under the California Constitution and California Law as a general law county. The County is governed by an elected five-member Board of Supervisors that sets policy, enacts ordinances and regulations, and oversees the activities of County departments. The Board also appoints a County Administrator to assist them in the daily management of the County, its departments and services, and to develop long-range policies to serve the County's 715,000 residents. Such policies are then implemented through various County departments. Working with 26 Department Heads, it is the County Administrator's responsibility to ensure all County Operations run efficiently and effectively.

The 2017-2018 annual budget for the County, including enterprise funds is about \$1.8 billion. Current county employees are more than 6,000 full time staff and an additional 757 part-time staff.

The General Services Department consists of four Divisions which include the following:

Facilities Management: Provides facility-related services for all County departments. Areas of responsibility include building maintenance, minor construction, janitorial services, and real property management.

Capital Projects Administration: Provides management and coordination of capital improvements. Duties include project planning, contract negotiations, monitoring, construction management, and fiscal administration.





Emergency Services: Coordinates emergency preparedness and disaster response activities. Responsibilities include the County Emergency Operations Center.

Parks and Recreation: Provides operational and maintenance services for all County park facilities.

The vision of the General Services Department is to be valued as a trusted partner, delivering exceptional and reliable services for its customers and the community. The mission of the Department is to provide sound stewardship of County resources; to provide extraordinary customer service; to plan, organize, and deliver projects and services that support customer's needs, interests, and priorities; to minimize property damage and personal injury from emergencies; and to develop and maintain clean and safe parks.

The 2017-2018 budget for the General Services Department is approximately \$20.3 million. Total allocated staff is 117.

Additional information about San Joaquin County and the Department of General Services, and Parks & Recreation can also be obtained via the County website at: www.sjgov.org

The Position and Parks & Recreation

Parks and Recreation is responsible for the development and maintenance of all regional, community and neighborhood parks and facilities in San Joaquin County.

The Parks and Recreation Division of the General Services Department plans, develops, operates, and maintains a system of regional parks; maintains the landscaping at various County-owned facilities and community parks; and manages eight (8) County Service Area (CSA) parks. In total, the Division and Parks Administrator operate twenty (20) parks, one of which includes the Micke Grove Zoo.

The Parks Administrator reports directly to the Assistant Director of General Services who in turn reports to Director of General Services. The Parks Administrator is responsible for directing and managing the administrative, service-related and operational activities of the Parks Division of the General Services Department.

He/she will provide strategic leadership to the Division and staff, and in the role as senior management is responsible for organizing and staffing the full spectrum of County Park services and activities, including community and visitor services, park maintenance, and park development. In addition this individual may act for the Assistant Director of the General Services Department in their absence.

The Parks Administrator will also have broad administrative responsibility for short and long-range strategic planning, policy and procedure development and implementation, and budgetary control.

Overall budget responsibility is in the range of \$6 million with employee oversight of about 60 staff (39 full time and 21 part-time positions). Current management divisions reporting to the Parks Administrator include: Park Maintenance; Administration & Reservations; Park Operations, and Zoo.

Responsibilities and duties assigned to this position may expand beyond those identified in this brochure.

Issues, Challenges, and Opportunities

- Continue an ongoing effort to reduce the reliance on trust funds for ongoing operations while looking at more generation of other income and potential capital and service partnerships.
- Implement marketing for donations to support the County parks and improved revenue streams from different areas including opportunities for zoo rentals, programs and events, and sales of retail goods requested by park and campground customers.
- Continue efforts for sustainability including new ventures, partnerships, and collaboration with others.
- Add more sports facilities, amenities and events in the parks, such as food truck days, movie nights, etc. to regional parks to increase usage.
- Working with the Assistant Director of General Services and others, follow-up on ADA – Americans with Disability Act with Facilities Management to coordinate access issues for internal and external customers to mitigate barriers and ensure full access to County facilities.
- 2017-2018 projects include the addition of several new Parks, expansion of additional fields to the Sports Complex and an efficiency audit of all the Regional Parks including the Zoo.

The Candidate

Education and Experience (Desirable Qualifications)

- Graduation from an accredited College or university with a master's degree in park management, landscape architecture, public administration, business administration, or a closely related field.
- Five years of increasingly responsible administrative and managerial experience preferably in a public agency setting, including two years of park management that included responsibility for directing and overseeing visitor services, facilities management and operational activities is desirable.

Knowledge, Skills and Abilities

The successful candidate should have strong leadership, communication, and interpersonal skills as well as solid presentation and organizational abilities. This person should also have knowledge/skills in:

- The principles and practices of public administration, budgeting, fiscal management, personnel administration, and organization and management.
- A hands-on understanding of Parks, Recreation or related services and programs.

In addition, he/she should be able to:

- Establish, prioritize, and maintain effective, productive and respectful working relationships with a wide variety of people, including elected officials, staff and colleagues, members of the public and consumers/participants of the Park & Recreation services.
- Communicate effectively both orally and in writing.
- Analyze problems and opportunities, develop and implement plans and strategy, and follow through.

- Serve as an effective representative of the General Services Department, Parks & Recreation, and San Joaquin County.

Management Style and Personal Traits

The successful candidate should be someone who enjoys a challenge, has a positive “can-do” attitude, is energetic, and able to “look outside of the box.”

She/he should be a strong yet inclusive leader, a team builder who is also visible and credible with staff and the community. The individual should be politically astute, approachable, and confident, as well as interact well with the General Services Director, Assistant General Services Director, County Administrator, Board of Supervisors, colleagues and community in a professional manner.

He/she must be a good project manager, able to engage others in a positive manner and is willing and capable of asking the right questions to continue to improve services and ensure quality and responsiveness to the public and community that Parks & Recreation serves. In addition, this person should be someone who is articulate, has a high degree of integrity and strong sense of ethics. They should be people friendly, able to engage staff, communicate well verbally and in written form, and is comfortable in expressing their opinion and providing professional advice when needed. This individual should be a strong, engaging leader and have a positive/supportive customer service orientation. The selected individual must also be a good listener and facilitator, and subscribe to the principles of good municipal government which is transparent, innovative and champions good ideas.

The selected individual must be an advocate of quality service and accountability, not be risk averse, provide good follow-through, build strong relationships/partnerships and be able to approach challenges and situations with professionalism, confidence, flexibility, energy, and a positive outlook. They should also be comfortable with the complexities of local government and a diverse engaged citizenry and community.

Finally, regardless of whether the person selected comes from a background in Parks & Recreation or an entirely different field, their strong management and personal skills should be transferable thereby ensuring excellent leadership.

Compensation

The salary range for this position is open, with hiring dependent upon experience and qualifications. The current annual salary range is \$91,603-\$111,363. San Joaquin County offers a very competitive fringe benefits package including health coverage, holiday, vacation, sick leave, Deferred Comp contribution, vacation cash out option, Retirement 1937 Act with CalPERS reciprocity, and potential relocation assistance. Details are available upon request.

More information can be obtained by calling or contacting the telephone, fax and/or e-mail numbers noted below.

How to Apply

If you or a colleague are interested in this outstanding opportunity, please submit a detailed resume as soon as possible to:

Robert Neher, Jr., President;
Rahn Sibley, Vice President; or
Lawrence Davenport, Executive Vice President

Neher & Associates

3790 Millerton Place
Suite 100
West Sacramento, CA 95691

Telephone: (916) 443-2421
Facsimile: (916) 443-5949

Applications are preferred electronically at:
robertneher@executivesearchneher.com

Should you have any questions with regard to your own interest, or a recommendation of a colleague, please contact us at the numbers or e-mail above.

This position will be officially open until filled, however; the search is on a fast track. Leading candidate applications will likely be reviewed by the County in mid to late August 2017. And potential interviews with Screening/Interview Panels by late August to early September 2017. Supplemental information may also be requested of leading candidates/finalists.

This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions in San Joaquin County are at-will and not governed by the Civil Service Rules.

San Joaquin County is an Equal Opportunity Employer. Final appointment will be conditional upon passing the pre-employment drug screen and background investigation.

