

About the Department

The Department of Community and Human Services represents a combination, streamlining and consolidation of the previous Pierce County Human Services and Community Services Departments. With an annual operating budget of \$68 million dollars and 196 employees it provides a comprehensive set of programs:

- Designed to reduce the impact of poverty and to assist in creating opportunities for the economically disadvantaged with emphasis on children and family services, employment, housing, energy/weatherization and emergency services.
- Planning, contracting and project management of public service, construction, housing and neighborhood revitalization projects.
- Administration of WSU-Pierce County cooperative extension services.
- Long-term care systems planning and development.
- Advocates on behalf of Pierce County residents who are aging, have physical or developmental disabilities or are in need of chemical dependency services.
- Coordinates some mental health functions in conjunction with the Pierce County Regional Support Network and may deliver direct public mental health services under contract with them.
- Cultural and arts education programs, community based arts festivities and arts-in-residence programs.



Nature and Scope of Position

The Director of Community and Human Services is the highest ranking staff



member within the department, responsible for strategic and inspirational leadership as well as overall operational management of the Department. The new Director must have the ability to effectively facilitate the merging of two departments and bring staff together with a joint vision, mission and goals. The position is

appointed by and serves at the pleasure of the County Executive and requires County Council confirmation.

APPLICATION PROCESS

Persons interested in this position should submit the following information:

1. A letter of interest specifically addressing the qualifications mentioned in this announcement.
2. A current resume.
3. Salary history

If you have questions regarding this announcement, please call Marissa Karras at 360-956-1336. This position will remain open until filled. In order to be considered for the first round of interviews please submit your application materials by September 15, 2010 to marissa@karrasconsulting.net or by fax to 360-956-1348.

Pierce County is an equal opportunity employer and is strongly committed to enhancing the diversity of its workforce. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance. Please contact us at (360)956-1336 as early as possible regarding any assistance you may require.

COMPENSATION

The annual salary range for this position is \$96-\$130K. Benefits include a comprehensive medical, dental, vision and life insurance, public employee retirement system contributions, holiday, vacation and sick leave.

Minimum Qualifications

A bachelor's degree and seven years of progressively responsible work experience directly related to the duties of this position including at least three years in a management capacity. A Master's degree is preferred. Additional education or experience may substitute equally for the position requirements.

Performance Dimensions

Strategic Planning:

- *Provide visionary insight:* Be able to translate big picture community and human service vision and goals into both long and short range plans that are comprehensive, realistic, effective and meet legal requirements. Identify key opportunities resulting from the intersection of external events (social, economic, demographic) to develop and strengthen the Department's effectiveness.
- *Manage Change:* Oversee the change management process, including successful communication strategies, involving others in the implementation of change and monitoring and reinforcing process and success. Create an environment for employees that encourages original and innovative solutions.
- *Think/Look Ahead:* Be ahead of the curve on federal, state and local requirements and initiatives and how they impact the department. Find creative ways to be more efficient.
- *Fiscal Management:* Development and presentation of the department's operating budget, monitoring of revenues and expenditures, development or improvement of funding mechanisms and sources, ensuring that all programs are within budget and as cost effective as possible.
- *Think strategically:* Visualize what might or could be, as well as day-to-day strategic approach to community and human services issues and challenges.
- *Fearless commitment to vision:* Create and communicate a vision that is aligned with the strategy and direction of Pierce County. Clarify other's involvement in the vision, inspiring a sense of energy and ownership, creating a culture of high performance, efficiency and recognizing the efforts of others.

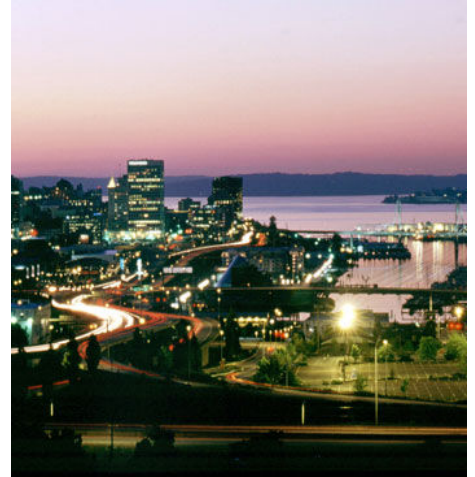


Communication:

- *Inspire trust:* Communicate honestly, be consistent, follow through on commitments, create an atmosphere of integrity, marked by fair respectful behavior.
- *Speak and write effectively:* Explain direction and ideas with conviction in all settings; formal presentations, one-on-one and small and large meetings.
- *Listen to others:* Citizens, customers, employees, peers and partners.
- *Promote open communication:* Maintain an environment where communication is open and direct, encouraged, rewarded and relevant.

Leadership:

- *Lead courageously:* Continuously build and defend the strength, reputation, and leadership of the Community and Human Services Department. Engage, motivate, and inspire a broad range of internal and external stakeholders around shared vision and mission. Demonstrate principled leadership, personal courage and decisiveness.
- *Build talent pools:* Hire, mentor, develop, and manage staff. Continue to build and reinforce a cohesive, dedicated, highly effective senior team.
- *Influence others:* Garner support, negotiate persuasively and create positive outcomes.
- *Coach and Develop:* Forge partnerships, inspire commitment, grow skills, promote persistence and shape the Community and Human Services workplace environment. Conduct performance evaluations and develop performance measures and standards.
- *Foster collaboration:* Provide the tools, systems and resources that create a supportive environment for working as a team.
- *Strive for results:* Set high standards of performance, be bold, pursue aggressive goals and persist in the face of obstacles.



Stakeholder Relations and Collaboration:

- *Drive effective external communications:* Develop and nurture mission-critical relationships with State, Federal and local agencies; the legislature; business and civic leaders; and media.
- *Build consensus:* Collaborate with traditional and non-traditional partners.
- *Marshal support:* Coordinate and cooperate with individuals and groups having divergent viewpoints and needs.

About Pierce County

Pierce County has a population of about 805,000 and is governed by an Executive/Council form of government. The County boasts tremendous outdoor opportunities with miles of Puget Sound waterfront, Mt. Rainier National Park, 361 fresh-water lakes, alpine and cross-country skiing a short drive away, and nationally ranked year-round golf courses in the vicinity, while also offering all the urban amenities. Major industries include health care, technology, agriculture, timber products and military installations. Pierce County is home to the city of Tacoma, several suburban cities, small towns, and rural communities, as well as forests and farmlands. Pierce County's moderate climate combined with a contrasting geography of water and mountains encourage a wealth of year round outdoor activities such as sailing, kayaking, fishing, skiing and hiking.

