

The County of Sonoma

CHIEF PROBATION OFFICER

Annual Salary \$179,408-\$216,538*

Accepting Applications
Through September 8th



SONOMA

PROBATION



THE COUNTY OF SONOMA

Located in the North Bay less than an hour's drive from San Francisco, Sonoma County enjoys a diverse and world-class culture, while maintaining its agricultural heritage and rustic charm. Residents can enjoy its rare and compelling array of scenic, recreational, and geographic options – including inspiring coastline and beaches, the Russian River, majestic redwoods, and renowned restaurants, wineries, and craft breweries. The County encompasses over one million acres of land and water, rich with parks, campsites, lakes, and open space.

Home to approximately 486,000 diverse residents, Sonoma County offers a wide variety of creative and cultural festivals, farmers' markets, concert venues, and fine educational and healthcare institutions. Major sectors include agriculture, food and craft beverage, healthcare, manufacturing, technology, creative, tourism, education, and government. Santa Rosa Junior College and Sonoma State University are highly ranked schools, and the County's public-school system ranks considerably high within the state as a whole.

Please visit www.sonomacounty.ca.gov and <https://sonomacountyconnections.org> for additional information about Sonoma County - the place to live, work, and build your career legacy.



THE SONOMA COUNTY SUPERIOR COURT & COUNTY GOVERNMENT

The Superior Court of California, County of Sonoma is a unified trial court committed to access, service, justice, and an unwavering pursuit of excellence, fairness, integrity, and accountability. Currently, the bench consists of 20 Judges and five Commissioners. Court leadership includes the Presiding Judge and the Assistant Presiding Judge, as well as the Presiding Judge of the Juvenile Court and Supervising Judges in the Criminal, Civil, and Family Law court divisions. The Court is administered by an Executive Officer and operates with 163 employees and a State funded \$33 million annual budget. Pursuant to the State Code, the Court appoints the Chief Probation Officer and a 7 to 15-member Juvenile Justice and Delinquency Prevention Commission to advocate on behalf of dependent and delinquent youth and promote related services.

Sonoma is a general law county, governed by a five-member Board of Supervisors. The Board is fully committed to a mission and vision that value high quality services to support and enrich the community, strong leadership, engaged citizen participation, transparency and accuracy in information, and efficient and fiscally-sustainable government. The County Administrator leads a team of dedicated department heads who work collaboratively to address and strategically prepare for County initiatives and challenges. The County has 28 departments, agencies, and special districts, and employs over 4,100 employees in allocated positions with an annual budget of approximately \$2.14 billion for fiscal year 2022-2023.

THE PROBATION DEPARTMENT

The Probation Department is responsible for enhancing community safety, supporting crime victims, and facilitating offender rehabilitation through positive behavior change. The Department relies on evidence-based and evidence-informed practices, which have been scientifically demonstrated to reduce recidivism. Services include intensive supervision and referral to appropriate therapeutic programs, with specialty units for specific populations such as gang members, sex offenders, and mentally ill offenders.

The Probation Department consists of two major divisions, Adult and Juvenile.

The Adult Division includes Adult Probation Services and Supervised Work Crews program areas. Adult Probation Services provides court services, community supervision, and referral to appropriate therapeutic services for adult clients. Supervised Work Crews is an alternative work program primarily for adults, but includes some juveniles, assigned to work crews to complete meaningful projects throughout the County. The Day Reporting Center serves high-risk offenders releasing from prison/jail to community supervision, and offers a variety of cognitive behavioral intervention curricula, substance abuse treatment, the Positive Parenting Program, job readiness/search assistance, benefit eligibility determinations, and continuing education options. The Juvenile Division includes Juvenile Hall, Probation Camp, and Juvenile Probation Services program areas. The Juvenile Hall provides temporary, safe, and secure detention for up to 140 youth in need of intensive supervision and rehabilitation in a structured environment. Probation Camp is designed to address anti-social or illegal behavior and thinking patterns in youth, while promoting acceptance of personal responsibility and opportunities for vocational training. Juvenile Probation Services consists of intake and court services, diversion and community-based prevention and early intervention services, as well as community supervision.

The Department employs 271 full-time equivalent staff which includes approximately 25 management personnel, 113 Deputy Probation Officers, 77 Juvenile Correctional Counselors, 10 Probation Industries Crew Supervisors, and 46 support staff. The Department operates with a \$92.4 million current year budget.

Additional information about the Probation Department can be found on the department's website at: <https://sonomacounty.ca.gov/justice-services/probation>. To view the department's core values, visit: <https://sonomacounty.ca.gov/justice-services/probation/about-us>



THE POSITION

The Chief Probation Officer is responsible for all County adult and juvenile probation services, operations, and facilities including a state-of-the-art Juvenile Hall. The position is appointed by and reports to the Sonoma County Superior Court; but is a County of Sonoma employee. Additionally, this position functions as a County Department Head and works collaboratively with County departments, the Board of Supervisors, and County executive leadership. As such, the Chief 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 also works with the Board 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 works closely and collaboratively with a broad spectrum of local and regional criminal justice and human service organizations, as well as community leaders. In particular, the Chief serves as chair of the Community Corrections Partnership, which oversees the County's Public Safety Realignment plan and budget, and the County's Juvenile Justice Coordinating Council that includes representatives from the Juvenile Court, District Attorney, Public Defender, Sheriff's Office, the Health and Human Services Departments, the County Board of Supervisors, a City Police Department, County schools, and community-based organizations tasked with developing and implementing the County's comprehensive, multi-agency, juvenile justice plan.

The Chief is also a member of the County's Criminal Justice Council, a group chaired by the County Administrator and includes both the Presiding Judge and Supervising Criminal Judge, Sheriff, District Attorney, Court Executive Officer, Public Defender, as well as leaders in local law enforcement and behavioral health, and County General Services; plays a key role in the workgroup that oversees the County's Criminal Justice System Master Plan; and a member of the Sonoma County Law Enforcement Chiefs' Association, and participates actively in various committees, work groups, task forces, and teams involved in policy development pertaining to justice system and social services operations. In addition, the Chief leads efforts to seek funding necessary to support desired programs and services, and coordinates with Federal and State agencies on matters of probation programs and facilities.

Two Deputy Chief Probation Officers report directly to the Chief who oversee the Adult and Juvenile Divisions, as well as an Administrative Services Director, overseeing Administrative Services, and a Research and Program Development Manager, overseeing the Program, Planning, Implementation, and Evaluation Team.

THE IDEAL CANDIDATE

The ideal Chief Probation Officer candidate is an experienced leader with significant success in juvenile and adult preventative and rehabilitation programs and community safety. They will be collaborative, enthusiastic, results-oriented, and a contemporary, forward-thinking individual who views Probation through a global perspective, with a vision for excellence and integrity. The ideal candidate will be fluent in the "evidenced-based practice" model with a proven track record of successful results as a practitioner.

The next Chief will embrace and promote open dialogue and involvement with countywide criminal justice and community partners. They will possess outstanding interpersonal skills and diplomacy to promote comity among co-equal branches of government and dual-governance structure. An individual who is approachable, strategic, and politically savvy is essential for this position. The ideal candidate will be an impressive and credible communicator, with the ability to convey complex ideas and strategies clearly and effectively, both in writing and in person, and build consensus amongst others.

Awareness of the culture and diversity of Sonoma County is vital as the Chief Probation Officer will be essential in advancing the County's mission of ensuring equity, diversity, and inclusion in the provisioning of the Department's services and its day-to-day operations. An individual who is knowledgeable of organizational and management principles, including fiscal and personnel management, and a true team leader who can listen empathetically and make decisions, is a proponent of staff development, and possesses the ability to connect with staff, is highly desired.

Specific qualifications include a minimum of five years of probation and corrections experience involving the evaluation, administration, management, and control of various types of probation programs, including at least two years of probation and corrections experience in a management capacity. Typically, the expectation would be that the qualified individual would also possess a Bachelor's degree in criminal justice administration, sociology, psychology, counseling, social work, criminology, or a closely related field; however, experience, training, and other education may be acceptable substitutions for a Bachelor's degree. *Candidates must complete a thorough background check and meet all minimum standards for a Peace Officer under California law.*

CURRENT OBJECTIVES

The Probation Department's primary objectives in Fiscal Year 2022/23 include:

- Completing the first Racial and Ethnic Disparities Report for the Juvenile Justice System.
- Building and strengthening "Step Down" or re-entry programs for youth who have served long periods of detention or out-of-home placement.
- Given the impacts CA Assembly Bill 1950, the Adult Services Division is identifying and implementing practices to effectively address criminal behavior during truncated periods of supervision.
- Implementing and assessing a structured behavioral response system to provide a transparent framework for officers to hold clients accountable for negative behaviors and to positively reinforce desired behaviors. This system will help guide officers in identifying appropriate options for clients who have violated their terms of probation, such as referrals to substance use treatment or Supervised Work Crews, as well as imposition of short-term custodial sanctions, which have proven to be a more effective response than costly, longer-term incarceration.
- Working with the County Information Systems Department and an outside consultant to assess the department's case management system related to modern operational and data collection needs. This assessment will lead to future strategic investments in information technology in order to support client connection to services; promote positive behavior change; provide data reports to assign work more equitably, measure outputs, meet compliance with case management standards, and assess impact on stated outcomes; and protect community safety.
- In concert with the Human Resources Department, complete a classification study in relation to the Deputy Probation Officer series to align job specifications with duties and requirements.



WHAT WE OFFER

Sonoma County offers a total compensation package that is both attractive and competitive. Salary for the Chief Probation Officer is \$179,408-\$216,538*, depending upon the qualifications of the selected candidate. In addition, Sonoma County offers*:

- **Health Plan Choices** - The County pays 100% premium contribution for the majority of employee only and employee + family health plan options
- **Benefits** - Excellent dental, vision, disability, life insurance, wellness and professional development benefits, and more
- **Paid Time Off** - Competitive vacation accrual and additional management leave annually; 12 paid holidays, and an additional 8 floating holiday hours per year; generous sick leave accruals and 100% of accrual balance converted to service credit at retirement
- **Retirement** - County Employees Retirement Law of 1937. Retirement is fully integrated with Social Security. New Safety employees, as defined and eligible, will be PEPR plan members and receive a 2.7% at 57 formula, or for those individuals who meet certain criteria, including establishing reciprocity eligibility, will be Legacy plan members and receive 3% at 50. Individuals who do not qualify for pension reciprocity pursuant to Government code section 7522.02(c), shall receive 2.5% of base hourly rate for each pay period with hours in a paid status
- **Incentive Retirement Savings Plan** - A defined contribution 401(a) plan; a 3% County "foundation" contribution
- **IRS 457 Plan** - Pre-tax employee contribution up to the IRS annual maximum, plus a 100% County match of employee contribution deposited into the 401(a) account (up to 1% of base salary)
- **Retiree Medical** - County contribution to a Health Reimbursement Arrangement to help fund post-retirement employee health insurance/benefits
- **Vehicle Allowance** - \$215 per pay period
- **Relocation** - Reimbursement may be authorized for the successful candidate. (Note: For out of area candidates, the expectation of the Board of Supervisors is for the Chief Probation Officer to relocate to Sonoma County within a reasonable amount of time if selected for the position.)
- Additional details on employment for management employees may be found in the Salary Resolution at: www.sonomacounty.ca.gov/HR/Employee-Relations/Labor

*The annual base salary range for the position is currently \$172,208 - \$209,338. In addition to the base salary, the position receives a cash allowance of approximately \$600 per month. Combined, the annual salary is \$179,408 - \$216,538. Salary is negotiable within the established base salary range. Benefits described herein do not represent a contract and may be changed without notice.

SELECTION PROCESS

The selection process has been designed as follows:

- Accepting application materials through **September 8, 2022**
- Submissions will be reviewed for desired qualifications listed herein
- Interviews will be conducted the week of **September 26, 2022**

Please be mindful of the planned timeframe. Although it may be subject to some change, it would be wise to plan availability around these dates and submit application materials as early as possible.

HOW TO APPLY

To be considered for this exciting career opportunity, please send a cover letter, resume that clearly demonstrates your qualifications, background, and education as they relate to this position's requirements, your responses to the supplemental questionnaire (link below), and a minimum of five professional references (who will not be contacted until mutual interest is established) by **Thursday, September 8, 2022**.

The Supplemental Questionnaire is located at: <https://sonomacounty.ca.gov/a/116747>

Submit your materials (email with attachments preferred) to: Deena Thompson-Stalder, Supervising HR Analyst, at deena.thompson-stalder@sonoma-county.org. Please reference "Chief Probation Officer" in the subject line of your email.

OR

County of Sonoma Human Resources Department
Attn: Deena Thompson-Stalder
575 Administration Drive, Suite 116B Santa Rosa, CA 95403
Telephone 707-565-2821 | Facsimile 707-565-3770



THE COUNTY OF SONOMA IS AN EQUAL OPPORTUNITY EMPLOYER.

WE VALUE DIVERSITY AND ARE COMMITTED TO HAVING A WORKFORCE THAT IS REPRESENTATIVE OF THE COMMUNITIES WE SERVE.

