



Stanislaus County  
now offers an employee  
bonus worth up to  
**\$10,000 or 21  
additional days of  
leave time!\***

*\*See inside for details*

# Assistant Executive Officer Chief Executive Office

**\$173,160 - \$259,729 Annually**

Apply by April 14, 2025



# ABOUT THE DEPARTMENT

Joining the Chief Executive Office is an exciting opportunity to work in the heart of County administration and actively support the County's commitment to its Mission, Vision, and Values. The Chief Executive Office is responsible for implementing policy directives from the Board of Supervisors, overseeing operations of 27 County Departments, leading Countywide HR and personnel management, and fostering strong partnerships with various community organizations and constituents. Working in this capacity provides the opportunity to comprehensively view County operations and assist in achieving the County's goals and objectives.

With approximately 80 employees, the Chief Executive Office plays a critical role in managing the County's \$1.9 billion budget, ensuring efficient resource allocation and fiscal responsibility. This role offers a broad perspective on County operations, strengthening collaboration and advancing key initiatives. Although budget administration and policy are significant, success also depends on building connections, sharing knowledge, and working toward shared goals. The Chief Executive Office is the place to be for those interested in understanding County Government at the global level and making a difference in the community.

*Becoming a community of choice, where people live, work, and thrive -  
a place worthy of calling home.*

## THE IDEAL CANDIDATE

The ideal candidate will be a **strategic executive leader** with a proven track record in managing complex programs aligned with the County's priorities. They will have the ability to balance fiscal responsibility with **innovative solutions** that support the development and maintenance of community infrastructure and promote the health, safety, and well-being of County residents. With a strong background in public administration, strategic planning, resource management, and policy development, they will **drive positive change** and align resources with the County's evolving needs.

The candidate should have experience **building strong relationships** and **promoting collaboration** with elected officials, department heads, and external stakeholders. They will be capable of thinking strategically and acting decisively, providing **executive oversight** to emerging challenges. Strong communication and interpersonal skills will be essential for leading teams, engaging with community partners, and **fostering a culture of service and transparent governance**.

Scan the QR code to learn more  
about the Chief Executive Office or  
visit [www.stancounty.com/ceo](http://www.stancounty.com/ceo)



# THE POSITIONS

Stanislaus County Chief Executive Office is currently accepting applications for the position of Assistant Executive Officer for one current opportunity with an additional opportunity anticipated in late 2025. Assistant Executive Officer's currently oversee key areas, including Health & Public Safety, Finance & Operations, and Community & Economic Development. Future assignments will align with the qualifications and expertise of the selected candidates.

The Assistant Executive Officer will work as part of the County Executive team, which consists of the Chief Executive Officer and three Assistant Executive Officers in managing organization-wide matters, setting policy, providing oversight of County Departments, and providing highly complex staff assistance to the County Executive Officer.

The Assistant Executive Officers provide executive-level oversight in finance, community and economic development, and health and public safety, ensuring effective management of County resources, long-term fiscal strategies, and capital project implementation.

Through collaborative efforts, Assistant Executive Officers focus on fiscal responsibility, the development and maintenance of essential community resources and infrastructure, and initiatives that promote the health and safety of County residents. The Assistant Executive Officers play a vital role in ensuring the County remains resilient, innovative, and responsive to the evolving needs of the community.

The Assistant Executive Officers offer strategic counsel and support to County department heads and the Board of Supervisors, guiding the successful execution of the Board's priorities and long-term goals, while promoting organizational development and growth. Their leadership ensures that the County's operations align with its vision, mission, and values.

## AREAS OF OVERSIGHT

The CEO-Operations and Services Division includes three key areas of oversight managed by the three Assistant Executive Officers..... *Learn more about our current areas!*

### Community & Economic Development Team

is focused on the Board's priorities of Developing a High-Performing Economy, Promoting Lifelong Learning, and Enhancing Community Infrastructure. The team works closely with the Agricultural Commissioner/Sealer of Weights and Measures, Environmental Resources, Library, Parks and Recreation, Planning and Community Development, Public Works, UC Cooperative Extension, and Workforce Development to ensure that infrastructure, including roads, bridges, parks, and libraries, is available and maintained. The team also ensures that solid waste systems remain innovative and effective, water is reliable and agricultural resources are protected, all while adhering to local policies and community needs. The team is dedicated to driving economic growth by attracting businesses, creating jobs, and aligning workforce development efforts to meet industry needs, contributing to a vibrant and thriving economy.

### Health & Public Safety Team

is focused on the Board's priorities of Supporting a Strong & Safe Community and Supporting a Healthy Community. The Team works closely with Aging & Veterans Services, Behavioral Health and Recovery Services, Child Support Services, Community Services Agency, District Attorney, Health Services Agency, Office of Emergency Services, Probation, Public Defender, and Sheriff to coordinate with county law enforcement activities and health/safety net services to support the community. The Team is dedicated to providing emergency services, reducing recidivism, strengthening families and ensuring access to health care for individuals and families to thrive.

### Finance & Operations Team

is focused on the Board's priority of Delivering Efficient Public Services. The Team works closely with the Assessor, Auditor-Controller, Clerk-Recorder, County Counsel, General Services Agency, Information Technology Central and Treasurer-Tax Collector to drive innovation, streamline financial processes, manage risk and capital assets, and coordinate administrative functions benefitting the entire organization. Finance & Operations is dedicated to providing excellent customer service, managing public resources effectively and ensuring fiscal sustainability.

# THE TYPICAL TASKS

- Support the Board of Supervisors and other elected officials by facilitating strategic decision-making, coordinating communication, and assisting with the development and execution of policies
- Lead the development, coordination, and review of the County's budget and fiscal policies, ensuring alignment with strategic objectives while promoting fiscal sustainability and effectively communicating recommendations to department heads
- Analyze legislation and advocate for policies that influence County finances, community development, and public health and safety
- Provide high-level policy advice and support decision-making on issues with significant organizational and community impact
- Provide leadership development and coaching to department heads, supporting their growth as effective leaders
- Provide executive leadership and guidance to the CEO in the development and implementation of the County's strategic plan, goals, and priorities, including assigning responsibility for their implementation
- Research and authorize studies, investigations, and recommendations that result in greater economy, efficiency, and effectiveness in County operations, including comprehensive management review of programs
- Review and present thorough recommendations on board agenda items
- Facilitate collaboration across departments to resolve cross-functional challenges and drive problem-solving efforts
- Interpret, develop, implement, and modify County administrative policies and their application to specific situations in departments
- Resolve conflicts involving multiple departments in matters not addressed by existing County policies and procedures
- Maintain relationships with a variety of elected officials, agencies, departments and other public and private agencies
- Monitor and review expenditures, revenues, and broader economic and fiscal trends throughout the year
- Represent the County and Chief Executive Office with the public and to other public agencies
- Analyze budget and technical reports to provide actionable insights for decision-making

Here at **Stanislaus County**,  
our mission is

**“We Build Community”**

*Take a look at our 5 values!*



We believe **EACH**  
**PERSON MATTERS**



We work every day to  
earn people's **TRUST**



We are  
**GOOD PARTNERS**



We encourage  
**INNOVATION**



We deliver  
**RESULTS**

# MINIMUM QUALIFICATIONS

## KNOWLEDGE/SKILLS/ABILITIES

- Executive Leadership & Administration
- Relationship Building & Collaborative Leadership
- Public Relations & Communication
- Policy Development & Compliance
- Problem Solving & Decision Making
- Strategic Vision & Planning
- Results Based Accountability
- Personnel & Human Resources
- Critical Thinking
- Customer Focus
- Finance Management
- Adaptability & Flexibility
- Public Speaking
- Leadership Coaching & Development

## EDUCATION & EXPERIENCE

- A Bachelor's degree from an accredited college or university; AND
- Five (5) years of senior level management experience in a public agency

*Proof of education will be required for verification purposes at the time of application. Applicants who are unable to submit proof must call (209) 525-6341 to make other arrangements by application deadline. Failure to submit proof will result in disqualification.*



## We've got you covered...

*Take a peek into our total compensation offerings!*



2025 Insurance Rates for Full-Time Employees



2025 Benefit Summary  
(see page 9)



\$1,200 Annual Professional Development  
(see page 204)



Up to \$7,500 in Moving Allowance  
(see page 200)

Click the underlined text to be directed to the links!



**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.



# JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000** or 21 additional days of leave time!\*

\*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE EMPLOYEES TO RECEIVE A BONUS WORTH \$5,000-\$10,000 OVER THREE ANNUAL INSTALLMENTS

## YOU CHOOSE: One month's worth of

Scan the QR code with a camera app to watch the Employee Choice Bonus Plan video!



### Cash Payout

Redo that kitchen or paydown debt.

*It's all yours.*



### Leave Time

Take a little extra time off and enjoy yourself.

*You've earned it.*



### Deferred Compensation

Reduce some taxable income and receive it later.

*Why not?*



**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.



**clubwellness**  
myclubwellness.org

# Employee Choice Bonus Plan

## UNDERSTANDING THE DETAILS



### JOIN OUR TEAM BY JUNE 30TH, 2025 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow eligible employees, current active full-time employees or those hired full-time on or before June 30, 2025, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



#### Option 1 BONUS CASH PAYMENT

*(Default if employee declines to make a choice)*

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



#### Option 2 BONUS LEAVE TIME

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



#### Option 3 BONUS DEFERRED COMPENSATION CONTRIBUTION

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

### Eligibility for Employee Choice Bonus Plan



- Must be an active full-time employee on each vesting date and during the pay period of the payment date to receive each payment.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2025, are eligible to receive future payments in accordance with their new hire date.



## COMPENSATION & BENEFITS

Approximate Annual Base Salary:

**\$173,160 - \$259,729**

The County of Stanislaus provides a competitive and comprehensive benefits package for Department Head employees including:

Insurance: Extensive health, dental, and vision coverage options for employees and dependents

Professional Development: \$1,200 per Fiscal Year

Voluntary Deferred Compensation Plan (457B) plus 2% base pay contributed by the County

Life and Disability Insurance: Term life insurance policy, as well as Accidental Death/Disability coverage

Vacation: Accruing biweekly:  
3 weeks for the first year  
4 weeks per year 2 thru year 20  
5 weeks per year beginning at year 21  
32 additional vacation hours annually  
Vacation accruals are subject to maximum limits

56 hours Management Leave

Holidays: 12 paid holidays annually

Sick Leave: Sick leave is accrued at a rate of 96 hours per year

Car Allowance: \$4,800 annually, plus mileage

Moving Allowance: Recruited from out-of-County up to \$7,500

## RECRUITMENT INCENTIVES:

### Employee Choice Bonus Plan:

Stanislaus County now offers an employee bonus worth up to \$10,000 or 21 additional days of leave time! Visit [stanjobs.org](http://stanjobs.org) for details.

### Career Ladders:

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization— from Human Resources to Public Safety to IT.

### Learning Institute:

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

## WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.





## **CLASSIFICATION INFORMATION**

Unless otherwise provided, this position is part of the Unclassified Service of the County and is considered "at-will" and is designated Executive Management for labor relations purposes.

The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

## **APPLICATION PROCEDURES/FINAL FILING DATE: April 14, 2025**

### **Oral Examinations are tentatively scheduled for the week of April 21, 2025**

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

### **Resumes will not be accepted in lieu of a completed application.**

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

## **RECRUITMENT ACCOMMODATIONS**

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

## **GENERAL QUALIFICATIONS**

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

## **APPLICATION AND/OR EXAMINATION APPEAL RIGHTS**

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

## **DISCLAIMER**

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/ Human Resources.