

COUNTY of SAN MATEO

Is accepting applications for

CHIEF EQUITY OFFICER

Annual Salary \$140,275—\$175,385



Apply Today @ jobs.smcgov.org



THE COUNTY

San Mateo County is located in the heart of the San Francisco Peninsula. It offers a wide range of recreational pursuits, economic opportunities and numerous attractions. The 770,000 residents of the County enjoy the benefits of rural open space, temperate climate and clean air, as well as metropolitan San Francisco within easy reach.



THE POSITION

The Chief Equity Officer plans, organizes, directs, and manages all functions that support Countywide equity efforts; evaluates, establishes, designs, leads and implements programs, policies and practices that advance systematic changes in areas where the County has control or influence to address the cumulative impacts of institutional and structural inequities. The Chief Equity Officer also serves as a champion for the delivery of County services through an equity lens and deepens current diversity and inclusion efforts by coordinating activities with other County departments, officials, outside agencies, and the public. The Chief Equity Officer also identify areas of structural and systemic racial, and economic disparity in the community while simultaneously cultivating partnerships and networks with communities to create meaningful institutional changes; provide highly responsible and complex professional assistance to the County Manager and Board of Supervisors.



QUALIFICATIONS

Any combination of education and experience that would likely provide the required knowledge, skills and abilities is qualifying. A typical way to qualify is:

Education: Bachelor's degree from an accredited college or university with major coursework in public policy, sociology, education, ethnic studies, public relations, social work, public health, public administration, or a related field.

Experience: Five years of experience in the administration of community, public policy, educational or social justice programs including at least 3 years in a management level and a demonstrated track record of success engaging with underserved and marginalized communities, and experience making transformational changes to benefit these communities.

THE IDEAL CANDIDATE

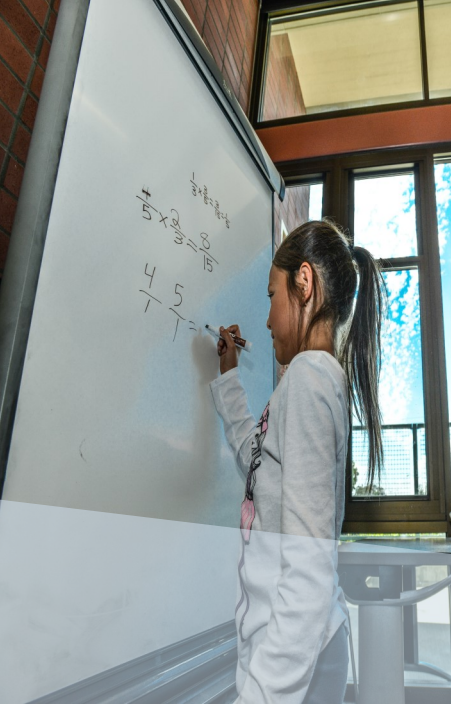
The ideal candidate is knowledgeable and has experience in the following:

- Diversity, equity, and inclusion research base and best practices for organizations striving to become more diverse, equitable, and inclusive.
- Social, political and environmental issues influencing equity program development and implementation.
- Principles and practices of community and public relations.
- Cultural competencies and intercultural communication to facilitate dialogue and cooperation with diverse groups of community members.
- Principles and practices of effective institutional change management.
- Correlations between past and present racial inequities and the current impacts within the public and private sector.
- Budget management to accomplish equity goals and initiatives in a cost-effective and efficient way.
- Complex systems such as health, education and public safety and how lack of access to housing and employment drive undesirable outcomes for people of color and other underrepresented and at-risk communities and groups within San Mateo County.
- Group facilitation and effective communication techniques to thoughtfully engage in courteous and difficult conversations about race, anti-racism, diversity and inclusion.
- Policy analysis and methods of developing and advocating for public policies specific to equity issues.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility, including knowledge/ familiarity of employment/ HR laws, public sector civil service rules, policies, and procedures.
- Techniques for effectively representing the County in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.

COMPREHENSIVE TOTAL COMPENSATION PACKAGE

The Salary range for this position is \$140,275 - \$175,385 annually.

In addition to salary, the County offers an excellent benefits package that is available to spouses, domestic partners, and eligible dependents. For more information, please visit our Employee Benefits website at <https://hr.smcgov.org>



Retirement

Paid Leave

- Pension Benefits through the County's Retirement Systems
- Health Benefits for Retirees
- Deferred Compensation Plan*
- Retirement Reciprocity

- 13 vacation days plus more with years of service
- 12 paid holidays/year
- 2 paid winter recess holidays
- 96.2 sick leave hours/year
- 130 hours/year of Administrative leave and option to cash out 50%

Work-Life Program

Health & Wellness

- Commute Alternative
- Employee Assistance Program
- First Time Homebuyer
- Tuition Reimbursement
- FSA & Dependent Care
- Childcare
- Coaching Program

- 3 Medical and 2 Dental Plans
- Vision care paid by the County
- Long Term Disability and Basic Life Insurance paid by the County; and variety of Supplemental Insurance options available
- Employee Wellness Programs
- Voluntary Benefits

*Eligible for an employer contribution to a 401(a) Defined Contribution Plan if designated as a member of the County's Retirement Plan 7 (post-PEPRA) upon hire.

HOW TO APPLY:

To apply for this exciting career opportunity, the following materials must be submitted online at <https://jobs.smcgov.org>.

1. Resume

2. Detailed cover letter that discusses the following topics:

- How have you prioritized diversity, inclusion, and equity in your professional career? Describe your work experience interacting with and providing services for culturally diverse groups and individuals.
- Describe your greatest success that demonstrates your executive leadership skills. Explain what you did and the impact on the organization.

The selection process will consist of an application screening based on the candidates' experience and responses to the supplemental questions. Candidates who pass the application screening will be invited to a panel interview which may include the evaluation of a written or performance exercise given prior to or immediately preceding the interview.

For questions about this position or the selection process, please contact Ramie Javed at 650-363-4974 or rjaved@smcgov.org.

At the County of San Mateo, we take pride in the way our employees bring together their diverse backgrounds, experiences, and perspectives to serve our community's needs. We are proud to be an Equal Employment Opportunity Employer.

RECRUITMENT SCHEDULE

Open recruitment: January 4, 2021

Closing date: January 25, 2021

Resume Screening: January 27-28, 2021

Panel Interviews: February 3-4, 2021

Final Interview/Selection: Week of February 8, 2021

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