

BERKELEY SEARCH
CONSULTANTS



County of Santa Cruz
*Dedicated To
Making A Difference*

*Housing for Health – Community
Development Manager*

Please note: The official title of the position is Housing for Health Manager.

The County of Santa Cruz seeks a Housing For Health – Community Development Manager

The Housing for Health – Community Development Manager is a significant new position and a great professional opportunity for a career focused individual seeking an executive role in promoting and coordinating the development and operations new supportive housing and capital facilities as a part of a local effort to prevent and end homelessness. The successful candidate will bring community development experience and expertise into the Housing for Health Division of the Human Services Department. Reporting to the Housing for Health Director, the Housing For Health – Community Development Manager provides leadership and implementation of the County’s strategic framework on homelessness.

The Position

Under the general direction of the Housing for Health Director, the Housing for Health – Community Development Manager recommends, promotes and implements the goals, and countywide strategic framework to address homelessness. This position will establish and maintain a framework for activities in order to build a strong inter-jurisdictional coordination structure, align policies, promote systems integration and promote collaboration among public agencies, educational institutions, businesses and community groups; and other duties as required.





The Community

Located 75 miles south of San Francisco and 35 miles southwest of Silicon Valley, Santa Cruz County has approximately 270,000 residents and is situated on the stunning Monterey Bay. The County's population is culturally and ethnically diverse, and its natural beauty is apparent in its pristine beaches, lush redwood forests, and rich farmland. The County enjoys an ideal Mediterranean climate with low humidity and approximately 300 days of sunshine a year.

Santa Cruz County's unique shops and restaurants, coupled with a multitude of cultural and recreational activities, including theatre, music, art as well as golfing, surfing, hiking, and biking offer a wealth of leisure pursuits. There are numerous local higher education institutions including Cabrillo College and the University of California, Santa Cruz, with two additional State Universities less than an hour away. These elements make Santa Cruz County a great tourist destination and a great place to live, work and play!

The Department of Human Services provides safety net services to meet the basic needs of individuals and families, ensures the protection of children, the elderly and dependent adults, and also provides job search assistance and job training opportunities to help job seekers become self-sufficient. The Department is founded on the values of excellent service, compassion, integrity, partnerships, and effective practice. The members of the Human Services Department are dedicated to making a difference in the community they serve.

Human Services is a robust department in the County with over 500 employees and an overall annual budget of approximately \$142 million (FY 2019). The Department serves the community through six divisions: Adult & Long-Term Care Services, Employment & Benefit Services, Family & Children's Services, Housing for Health, Administrative Services and Planning & Evaluation.

We strengthen our community by protecting the vulnerable, promoting self-sufficiency, alleviating poverty, and improving the quality of life of all people in Santa Cruz County.

The Human Services Department



Housing for Health

Mission: Build partnerships and promote strong collaborative action to ensure all residents within the County have stable, safe and healthy places to live.

Homelessness severely impacts the health and quality of life of those living without homes and the entire community. The County of Santa Cruz, cities within the county, and community members recognize the critical role that collaboration will play in addressing homelessness.

The Santa Cruz County Housing for Health (H4H) Division formed in November 2020 to bring together a coalition of partners and resources focused on preventing and ending homelessness within the County. H4H is a relatively small division in the Human Services Department focused on building consensus around solutions to prevent and end homelessness, mobilizing and increasing community resources, and strengthening the capacity of individuals and organizations to accomplish lasting change.

IDEAL Candidate

The ideal candidate for Housing for Health – Community Development Manager is:

- Passionate and committed to public service and our community with a demonstrated focus on supplying shelter and services for those experiencing or at risk of experiencing homelessness.
- A thoughtful, strategic, and reflective thinker who understands the community-based impacts of municipal decision making.
- Adaptable and highly responsive to organizational change and experienced in managing public meetings, community engagement practices, and public affairs program support.
- An engaged and progressive leader that thrives in a collaborative and team-oriented environment.
- Able to establish and sustain effective working relationships at the executive, political, operative, and community levels.
- A professional with excellent business acumen, with a successful background in budget, finance, project development, planning, construction, and administration.

IDEAL Candidate

The ideal candidate has the following education and experience:

- Graduation from a four-year accredited institution with major course work in public administration, engineering, business administration, political science, environmental studies, psychology, behavioral science, or a closely related field; and
- Five years of extensive fiscal, administrative, operations, and program municipal or non-profit management experience; and
- Working knowledge of housing/shelter production, economic program oversight, and public benefit program goals and objectives; and
- Working knowledge of goals and objectives of employment and training programs; and
- Working knowledge of social planning, basic community needs and public & private community resources; and
- Working knowledge of principles, & practices of human and social services budgeting; and
- General knowledge and working capability with information systems technology, confidentiality/privacy issues, and ministerial practices; and
- General knowledge of the Health and Safety Code, California Welfare and Institutions Code, CA Labor Law, Davis Bacon, and other federal and state rules and regulations that govern the provision or creation of below market support for lower income families and individuals.

Ability to

The Ideal candidate has the ability to:

- Plan, organize and promote housing and shelter, including services strategies, programs and related activities;
- Research, analyze and prepare technical funding proposals, contracts, and financial reports;
- Research, analyze, interpret and present findings on complex data, documents, technical studies, leases, agreements, contracts and other data and documents related to housing services projects and programs;
- Administer grant and contract activities to ensure compliance;
- Establish and maintain cooperative working relationships with City and County officials and private and public entities;
- Evaluate and recommend changes to policies, practices, and procedures;
- Analyze problems and identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals;
- Interpret and apply complex federal, state and local policies, laws, rules, and regulations;
- Work effectively with business leaders, financial institutions, elected officials, citizen groups and department managers;
- Work effectively in time-sensitive situations to meet deadlines; coordinate multiple projects and complex tasks concurrently;
- Exercise sound independent judgment and demonstrate initiative and creativity, with minimal supervision;
- Communicate complex material clearly, logically, and concisely, both orally and in writing, including public presentations to large and small audiences.

Required Training & Experience

Any combination of education, training and experience that would provide the required knowledge, and abilities may be considered, including:

- Equivalent to a Bachelor's degree from an accredited college or university in public administration, planning, business, finance, social sciences, civil engineering or education or a related field.
- A Master's degree in a related field is highly desirable.

AND

- Five (5) years of progressively responsible professional experience in public administration, including three years experience in the design and delivery of homelessness programs, real property development, capital projects, or housing planning.
- A master's degree in a related field may be substituted for one (1) year of professional experience.

Special Requirements

Possession of a valid California Class C Driver License or the ability to provide suitable transportation approved by the appointing authority.



Compensation & Benefits

The annual salary range for the Housing for Health Manager is \$106,579 to \$142,459. Salary is supplemented by a generous benefit program that includes the following:



Insurance

Various, robust benefits plans are available with the County contributing generously towards the total cost of the plans

Leave

In addition to competitive vacation & sick leave accruals, the County provides an initial credit of one week of administrative leave at the time of appointment, plus an additional two weeks of administrative leave accrued each year. Administrative leave balance may be cashed out or used as time off

Holidays

13 paid observed holidays annually

Retirement

Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of CA Public Employees' Pension Reform Act of 2013 (PEPRA).

Pension benefit determined by final average compensation of three years.

County participates in Social Security

Relocation

Relocation assistance may be available upon approval

How to Apply

This is a confidential process and will be handled accordingly throughout the various stages of the process. References will not be contacted until mutual interest has been established.

To apply for this role, Candidates must complete the [application](#) on the Santa Cruz County website. Candidates MUST apply by January 20, 2023, for first consideration. An examination is a part of this process.

Candidates may receive additional requests for information. Only the most highly qualified candidates will be invited to interview. Interviews may commence in February 2023. Detailed background checks and offer to the top ranked finalist is anticipated during March 2023. This timeframe is preliminary and subject to change.

Confidential inquiries and questions regarding this career opportunity should be directed to Julia Morse [jmorse@berkeleysearch.com] and Laura Ayers [layers@berkeleysearch.com] at Berkeley Search Consultants.



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Learn More: [County of Santa Cruz Website](#) | [Department of Human Services Website](#)

The County of Santa Cruz is an Equal Opportunity Employer. The County is committed to diversity and invites all qualified people to apply, including persons of color, women, and individuals with disabilities.