



Executive Director

Stanislaus Regional 911

\$119,184 - \$178,796 Annually

Apply by May 23, 2024

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

**See inside for details*

THE DEPARTMENT

The Stanislaus Regional 911 center serves as a communications hub, consolidated dispatch center, and Public Safety Answering Point (PSAP) for more than 22 law enforcement and fire agencies spread across the county's unincorporated regions and eight incorporated cities. Collectively, these jurisdictions encompass 1,515 square miles and serve a population exceeding 550,000 residents. Primary functions include emergency call management, dispatching services of emergency responders, call routing and transfer, coordination of emergency resources and response, and dissemination of public safety information during emergencies. The center staffs a total of 58 full-time professional and technical staff who provide operational, technical, and administrative support to manage a call volume of approximately 600,000 annually.

THE POSITION

The Executive Director provides strategic leadership, oversight, and direction to the Stanislaus Regional 911 Center to ensure smooth and efficient operation of the center and services to the community. Responsibilities include budget and financial management (\$8.1M), staff management, technology and infrastructure, quality assurance, compliance and performance monitoring, emergency planning and preparedness, stakeholder collaboration, public relations, and community engagement. Additionally, the Executive Director will act as the direct liaison to the SR 911 Commission, Stanislaus County, City of Modesto, user public safety agencies, and applicable regulatory organizations.

*Stanislaus Regional 911 currently operates under a Joint Powers Authority (JPA).
This job description may be revised as necessary during any future restructuring.*

THE IDEAL CANDIDATE

The ideal candidate will have a demonstrated executive presence coupled with a deep understanding of emergency management and public safety. They excel in collaboration, synthesis, and the execution of strategic initiatives. The Executive Director will embody authentic leadership qualities, showcasing a clear ability to envision the long-term direction of SR 911. Additionally, it will be necessary for the successful candidate to have knowledge of regulatory frameworks such as Federal Communications Commission directives, with the ability to develop and implement policies and procedures in the public interest.

Knowledge/Skills/Abilities

- Administration & Management
- Municipal & Operations Management
- Collaborative Leadership
- Public Relations & Communication
- Policy Development & Compliance
- Problem Solving & Decision Making
- Strategic Vision & Planning
- Personnel & Human Resources
- Critical Thinking
- Customer Focus
- Finance Management
- Technical Proficiency
- Employee Relations
- Adaptability & Flexibility

*For further information on SR 911,
scan the QR code or visit
www.stan911.com*



THE TYPICAL TASKS

- Performs internal and external customer needs assessments and establishes an effective response system for ongoing internal/external customer feedback to ensure continuous improvement
- Works with the Commission, staff, and representatives of member agencies to set the direction of SR 911 based on customer expectations and the Commission's missions, values, and objectives
- Prepares SR 911 budget requests, estimating and anticipating changes in the level of service required; continuously monitors, administers, and reports on the budget after approval and adoption
- Coordinates the maintenance, design, modification, and installation of the communication systems and equipment
- Ensures all technical problems arising in or resulting from the operation of communications systems and equipment are corrected
- Appears before public groups and gives talks on functions and activities of the consolidated dispatch agency
- Creates linkages with internal and external customers, translating strategy into effective action plans, continually assessing these plans and taking action as appropriate
- Establishes operational performance indicators and measures them to ensure results
- Working with the Commission, develops the human resource plan to support the consolidated emergency dispatch services needs to include change in work design, employee development, recruitment, and compensation
- Designs and implements a staff development system consistent with SR 911's goals and objectives; enthusiastically promotes the professional growth and recognition of all employees
- Maintains information, prepares reports, and uses information and analysis to anticipate potential issues/trends and implements appropriation actions
- Identifies and prioritizes key processes for improvement based upon customer feedback/trends; develops and implements process improvement measures and controls; recommends and advises on procedures and policies required in the public interest
- Reviews, implements, and monitors Federal Communications Commission operational directives and procedures and works with all user agencies relative to these directives
- Fosters a cooperative relationship with employee organization, promoting an interest based problem solving approach to resolve employee issues
- Performs other work related to the administration of SR 911 as assigned by the Commission



EDUCATION/EXPERIENCE

PATTERN I

- Graduation from an accredited college with a Bachelor's Degree in Business Administration, Public Administration, Management, Information Technologies, Computer Science, or a closely related field; AND
- Five (5) years of progressively responsible government management experience in emergency communications.

PATTERN II

- *Possession of professional certifications from an industry recognized Emergency Communications organization; AND
- Five (5) years of progressively responsible government management experience in emergency communications.

PATTERN III

- Nine (9) years of progressively responsible government management experience in emergency communications.

*Relevant certifications may include but are not limited to Center Management Certification Program (CMCP), Emergency Numbers Professionals (ENP), Communications Center Management from APCO International, Quality Assurance Training from International Academics of Emergency Dispatch

Proof of education is 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 before 5 pm on the final filing date. Failure to submit proof or make other arrangements before the final filing deadline may result in disqualification.



**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
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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:

\$119,184 - \$178,796

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time represented County employees including:

- Excellent retirement benefits
- Medical, dental, vision, and basic term life insurance plans
- County paid Deferred Compensation at 2% of base salary
- 3 weeks annual vacation
- 32 additional vacation hours annually
- \$1,200 annual Professional Development reimbursement
- \$4,800 annual car allowance
- Disability protection
- 96 hours of sick leave annually
- 12 paid holidays annually
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

Details available upon request

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 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 Accounting 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 considered "at-will" 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: MAY 23, 2024

Oral Examinations are tentatively scheduled for the week of May 27, 2024

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.