



# THE COUNTY OF STANISLAUS

## CHILD SUPPORT SERVICES



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

*\*See inside for details*

CHIEF ATTORNEY

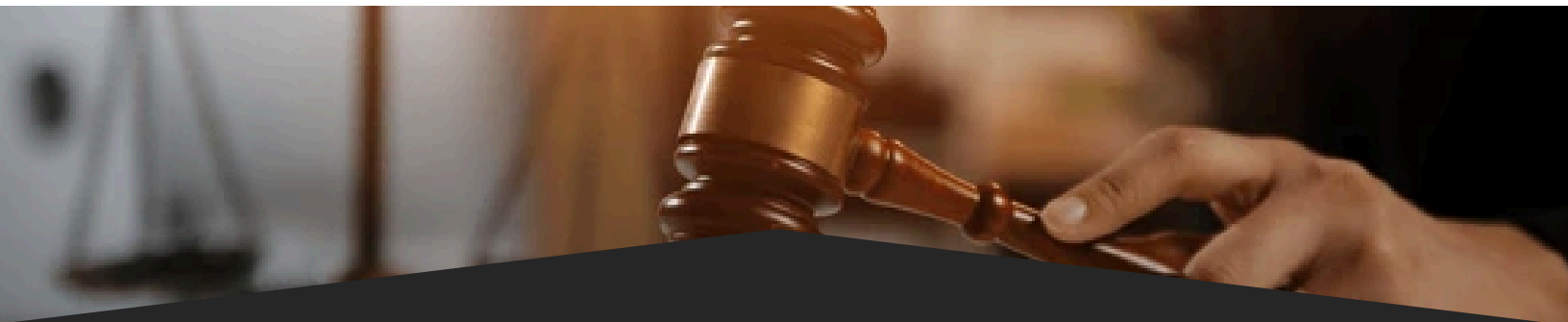
\$140,046 - \$210,059 Annually

Apply by September 17, 2025

## ABOUT THE COUNTY

Stanislaus County is located in Central California within 90 minutes of the San Francisco Bay Area, the Silicon Valley, Sacramento, the Sierra Nevada Mountains and California's Central Coast. With an estimated 552,878 people calling this area home, the community reflects a region rich in diversity with a strong sense of community. Two of California's major north-south transportation routes (Interstate 5 and Highway 99) intersect the area and the County has quickly become one of the dominant logistics center locations on the west coast.

The County is home to a vibrant arts community with the world-class Gallo Center for the Arts, a symphony orchestra, and abundant visual and performing arts. Stanislaus County is a global center for agribusiness, positioned by its mild Mediterranean climate, rich soils and progressive farming practices. The area is recognized internationally for agricultural innovation with wine, almonds, poultry, milk, cattle, and walnuts being some of the featured industries. The County is also home to California State University Stanislaus, Modesto Junior College and benefits from satellite locations of other high-quality educational institutions. The County was established in 1854 and has a total land area of 1,515 square miles. Temperatures range from an average low of 43 degrees in the winter, to an average high of 92 degrees in the summer. Temperatures move up into the high 90s during the summer months with low humidity and cool evening breezes from the San Joaquin Delta.



## ABOUT THE DEPARTMENT

The Chief Attorney is a management position dedicated to the efforts of the Department of Child Support Services. The position leads, manages and directs the staff regarding the legal aspects, processes and procedures of the Department of Child Support Services.

Under the direction of the Director of the Department of Child Support Services, the Chief Attorney of Child Support Services is responsible for directing and managing the legal work of the Department as to the establishment and collection of support and is responsible for all related work as required for the maintenance and improvement of the Child Support Program local and statewide.

This recruitment is being conducted to fill a current vacancy for the Department of Child Support Services.

## IDEAL CANDIDATE

The Chief Attorney of the Department of Child Support Services is responsible for the operations and the supervision and management of the Legal Unit within the Department. The Chief Attorney will provide supervision over the attorneys and support staff in the Unit and will be responsible for special projects as assigned. Desirable candidates will have the ability to multi-task, make thoughtful and legally sound decisions quickly, and be respectful and professional toward all staff understanding that the role of the Chief Attorney is to provide leadership, guidance, training and mentoring to both legal and non-legal staff.

## TYPICAL TASKS

- Plan, organize, coordinate and direct the legal activities of Child Support Services
- In conjunction with the Director of Child Support Services, select, supervise, train, discipline and evaluate the performance of legal staff, caseload managers and clerical employees
- Review and direct Child Support Services budget and ensure financial and statistical compliance with the State, federal and local funding agencies
- Formulate, implement and review policies and procedures for Child Support operations
- Interpret and evaluate the effect of federal and state legislation, policies, Procedures and rules regarding child support matters
- Supervise and direct the performance of legal work in the enforcement of civil and criminal laws involving areas of assigned responsibility
- Review and provide input on contracts and other legal documents for the Department
- Establish and maintain communication with the Superior Court, the IV-D Commissioner and IV-D staff at the Court
- Support the mission, vision and values of the Dept. of Child Support Services
- Oversee the operations of establishment of paternity of minor children in a civil suit and enforce ongoing child and spousal support orders
- Obtain orders for support on behalf of minor children; enforce all orders using both civil and criminal judicial process, as appropriate
- Issue subpoenas for necessary witnesses and evidence; participate and litigate trials; prepare and pursue any appropriate appeals
- File liens against real property owned by non-custodial parents; initiate action to seize personal property

# MINIMUM QUALIFICATIONS

## KNOWLEDGE

- Legal principles and practices with special emphasis on the Family Code, Evidence Code and Rules of Evidence, Penal Code of California, Civil Code, Code of Civil Procedure, Rules of Court, the Social Security Act and Family Support Act
- Duties, powers, limitations, and authority of the department
- Principles of criminal and civil law, rules of Evidence, and their application
- Conduct of court proceedings, including trials and hearings
- Legal research methods
- Principles of personnel management and supervision

## SKILLS/ABILITIES

- Legal research procedures and methods
- Lead and motivate by example, a diverse professional staff
- Set strategy to better plan, organize, deliver and evaluate the Department's provision of legal services
- Build teamwork and cooperation between professional and nonprofessional employees
- Achieve maximum commitment to the mission, vision, and values of the Department and the County
- Communicate and implement County and /or Department procedures relating to personnel, training, budget and organizational development
- Analyze and effectively communicate, orally and in writing, complex legal principles, facts and precedents to a diverse workforce with varying goals and objectives
- Provide assistance to management in the design of jobs and operations that promote high performance from employees
- Evaluate statistical information, recognize trends and make recommendations to the Department Head on policy matters
- Earn the confidence and respect of members of the legal profession, public officials, and others
- Establish and maintain cooperative working relationships with internal and external customers
- Experience with oversight of fiscal administration including budget and program; and statistics

## EDUCATION & EXPERIENCE

- One (1) year experience as an Attorney V, OR
- Five (5) years experience as a family law practitioner within the area of family law or juvenile law, AND
- Active member of the California State Bar in good standing

## DESIRABLE QUALIFICATIONS

In addition to the minimum qualifications, applicant screening may focus on the following desirable qualifications. Please list any of these qualifications you may have within the "Duties" section of the online application.

- Two (2) years of work experience in a child support agency
- Two (2) years supervisory experience preferably within the child support area



*For more information on  
Department of Child Support Services,  
scan the QR code or visit  
[www.stancodcss.org](http://www.stancodcss.org)*





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 NEW 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  
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Take Your Place.



clubwellness  
myclubwellness.org

# Employee Choice Bonus Plan

## UNDERSTANDING THE DETAILS



### JOIN OUR TEAM BY JUNE 30TH, 2026 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow those hired full-time on or before June 30, 2026, 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



- To receive each payment, you must be hired as a new full-time employee, and be active both on the vesting date and during the pay period in which the payment is issued.
- 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, 2026, are eligible to receive future payments in accordance with their new hire date.



**STANISLAUS  
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Take Your Place.

## COMPENSATION & BENEFITS

Approximate Annual Base Salary:

**\$140,046 - \$210,059**

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

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

**Deferred Compensation:** 1.5% of base wages to 457 deferred compensation plan

**Automobile Allowance:** Option to select annual automobile allowance of \$2,400 or use of County provided vehicle

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

**Professional Development:** \$900 annual allowance for professional development, to include continuing education and professional memberships

**Vacation:** Accruing biweekly, 120 hours in year one, 160 hours years two through 20 and 200 hours starting year 21. Vacation accruals subject to maximum limits. This position will also receive an additional 32 hours of special vacation leave per year, accrued biweekly

**Holidays:** 10 paid holidays annually

**Management Leave:** 60 hours of management leave annually. Must be used in the year earned.

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

**Relocation Expenses:** Up to \$7,500 for qualifying expenses, subject to advanced approval

## 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 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 is considered "at-will" and is designated 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: September 17, 2025**

### **Oral Examinations are tentatively scheduled for the week of September 29, 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.