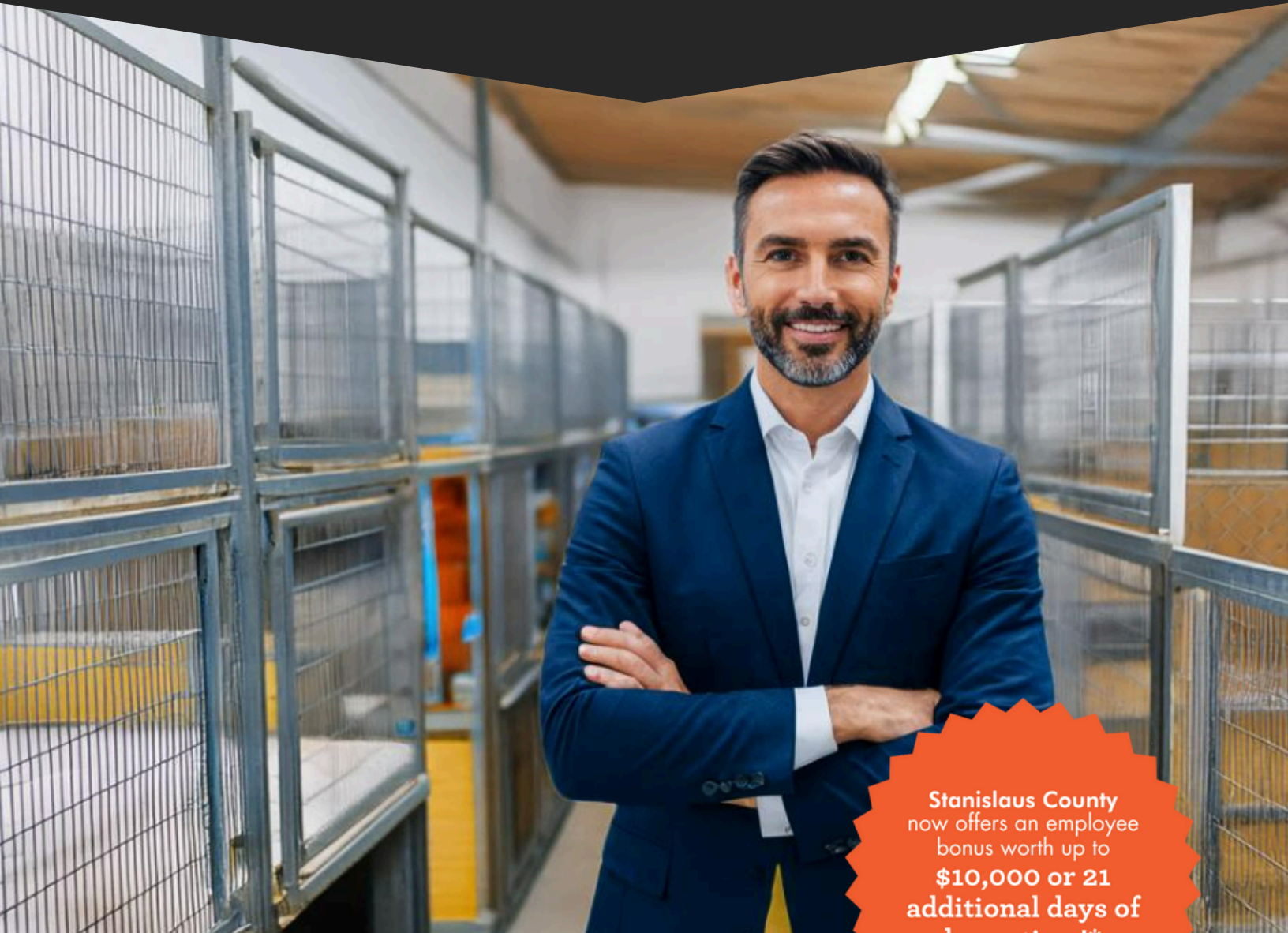




# THE COUNTY OF STANISLAUS

## ANIMAL SERVICES AGENCY



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

*\*See inside for details*

### EXECUTIVE DIRECTOR

**\$123,364 - \$185,057 Annually**

This recruitment is open until the position is filled

## ABOUT THE AGENCY

The Stanislaus Animal Services Agency (SASA) provides a welcoming and humane place for animals and those who care for them. We protect, educate, and serve the public, developing programs to continuously improve the lives of people and animals within our community.

The Stanislaus Animal Services Agency is a Joint Powers Authority (JPA) established in 2009 and is made up of the cities of Modesto, Ceres, Patterson, Waterford, Hughson, and the unincorporated areas of Stanislaus County. The Executive Director reports directly to the JPA Board

## IDEAL CANDIDATE

The ideal candidate is an insightful and visionary leader with a service-focused mindset and strong supervisory and budget management skills. A commitment to cultivating a long-term organizational team culture focused on stability, collaboration, accountability, and trust is essential. As the Executive Director and subject matter expert in animal welfare, you will have a deep understanding of current animal service practices and regulatory requirements. As a proactive and hands-on contributor, you will be goal-driven and adept at implementing programs to advance the agency's mission while forging strong partnerships with businesses, associations, and other stakeholders.

In this role, you will lead by example with a positive presence, showing initiative, sound judgment, and a respectful, approachable demeanor. You will be an active problem solver who anticipates and responds to challenges, develops effective solutions, and swiftly resolves issues by engaging others when needed.

## WHY YOU SHOULD WORK HERE

At Stanislaus Animal Services Agency, our commitment to animal welfare is reflected in a **dynamic and collaborative work environment**. We are a dedicated team that balances a high level of professionalism with a shared passion for our mission, creating a supportive atmosphere that makes each day both rewarding and impactful. **As Executive Director, you would lead this engaged team of professionals, fostering a culture of excellence, mutual support, and meaningful achievement.** At SASA, your leadership will drive real change in the lives of the animals we serve, offering you a fulfilling role where expertise is valued and outcomes truly matter.



For more information on Animal Services Agency,  
*scan the QR code or visit [stanislausanimalservices.com](https://stanislausanimalservices.com)*



Executive Director



## TYPICAL TASKS

- Provide day-to-day leadership for employees through communication and demonstration of the organization's Vision, Mission and Values
- Develop, recommend, and implement operating policies and procedures for the effective management of the agency
- Prepare and monitor the annual budget including expenditure control and revenue collection processes
- Oversee processes for recruitment, hiring, selection, evaluation, and discipline of employees
- Set and maintain standards for customer service including complaint resolution
- Speak before groups as required to educate the public regarding the animal service function
- Assess the animal care service needs of the community and report to the Board on the agency's role and activities in fulfilling these needs
- Establish and maintain cooperative relations with Federal, State, and local agencies and private groups concerned or involved with animal related issues
- Represent the agency at various business or public gatherings and effectively advocate for SASA
- Develop and implement technology programs to improve the agency's automation needs
- Draft, negotiate and administer animal control contracts with City Managers and legislative bodies



## We've got you covered...

*Take a peek into our total compensation offerings!*



2025 Insurance Rates for Full-Time Employees



2024 Benefit Summary



\$1,200 Annual Professional Development



Up to \$7,500 in Moving Allowance

Click the underlined text to be directed to the links!

# MINIMUM QUALIFICATIONS

## EDUCATION/EXPERIENCE

- Possess a Bachelor's degree in Business or Public Administration, Animal Science, Public Safety/Law Enforcement, or a closely related field

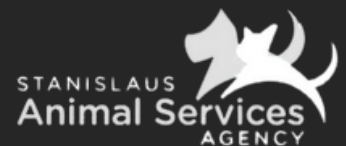
AND ONE OF THE FOLLOWING:

- Five (5) years of progressively responsible experience as a manager in a public agency performing duties including budget oversight, staff supervision, and the execution of complex administrative functions  
OR
- Five (5) years of progressively responsible experience as a manager in an animal care setting performing duties including budget oversight, staff supervision, and the execution of complex administrative functions

*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.*

## DESIRABLE QUALIFICATIONS

- Three (3) years of experience working in a public sector Animal Shelter  
OR
- Three (3) years of experience working in the public sector  
OR
- Three (3) years of experience working in law enforcement or public safety



## Knowledge/Skills/Abilities

- Administration & Management
- Municipal & Operations Management
- Collaborative Leadership
- Public Relations & Communication
- Open Meeting Laws
- Contract & Grant Management/Administration
- 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

Executive Director





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.



**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

## COMPENSATION & BENEFITS

**Approximate Annual Base Salary:**  
**\$123,364 - \$185,057 Annually**

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  
Vacation accruals are subject to maximum limits

**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 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 Classified Service of the County.

## **APPLICATION PROCEDURES/FINAL FILING DATE: Continuous Recruitment**

This is a continuous recruitment and can close at any time. Please submit your application as soon as possible to ensure that you will be considered for the position. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Interviews and screening will be conducted on an on-going basis.

### **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.