



STANISLAUS ANIMAL SERVICES AGENCY

Director of Animal Services



STANISLAUS 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 550,000 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.

To learn more about the County, click here: <https://www.stancounty.com/living-visiting/>

THE AGENCY

Based in Modesto, CA, the Stanislaus Animal Services Agency is a Joint Powers Authority established in 2009 and is made up of the cities of Modesto, Ceres, Patterson, Waterford, Hughson, and the unincorporated areas of Stanislaus County.

The nearly 34,000 sq. ft. shelter opened in 2010 to house hundreds of pets each day. The Animal Services team

provides public safety and protects the health and welfare of animals in our community through a wide variety of programs and services related to adoptions, spay and neuter, vaccination clinics, dog licensing and regulatory compliance. The team works closely with foster families, rescue partners, and volunteers for positive outcomes. There are 35 well-trained staff, and an annual budget of just over \$5 million.

What We Do:

- We prevent and investigate the inhumane treatment of animals.
- We educate and inform the public in the areas of animal codes, animal ordinances, and responsible pet ownership.
- We respond to emergency and routine service requests from the public and law enforcement.
- We impound (domestic and wild) stray animals.
- We provide aid and services to help the public locate their lost animals.
- We implement, maintain, and encourage an adoption program for impounded animals.
- We provide, with veterinary supervision and/or assistance, medical attention for impounded animals.

To learn more about the Stanislaus Animal Services Agency, please visit: www.stanislausanimalservices.com

THE POSITION

Reporting to the Stanislaus Animal Services Agency Board, the Director of Animal Services plans, organizes, and directs the programs responsible for the care, control, and licensing of impounded animals. This Director oversees the operation of a comprehensive program that emphasizes public education of animal welfare, rabies control and licensing enforcement. This individual administers, directs, and coordinates the activities of the agency and carries out the goals and objectives of the Board, providing a safe animal services community.

Responsibilities include but may not be limited to the following:

- Provide day-to-day leadership for department employees through communication and demonstration of the organization's Vision, Mission and Values.
- Assess the animal care service needs of the community and report to the Board on the department's role and activities in fulfilling these needs.

- Develop, recommend, and implement operating policies and procedures for the effective management of the Center.
- 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.
- Establish and maintain cooperative relations with Federal, State, and local agencies and private groups concerned or involved with animal related issues.
- Represent the department at various business or public gatherings and effectively advocate for Animal Services.
- Speak before groups as required to educate the public regarding the animal service function.
- Develop and implement technology programs to improve the departments automation needs.
- Draft, negotiate and administer animal control contracts with City Managers and legislative bodies.

THE IDEAL CANDIDATE

The ideal candidate will be a dynamic and insightful service-oriented leader with strong supervisory and budgetary abilities and have a solid understanding of current animal service principles and practices. Excellent interpersonal skills are necessary to promote a team-oriented working environment and a culture of accountability, responsiveness, and trust. The successful candidate will be a self-motivated, hands-on contributor who is goal and solutions-oriented, and is capable of program implementation through collaboration, building strong partnerships with businesses, associations, and other key stakeholders.

Demonstrated leadership and a role model with a positive presence who demonstrates initiative, is action-oriented, exercises good judgment, treats others with respect, and is open and approachable.



An active problem solver who anticipates and responds to problems in a timely manner, develops alternative solutions, and is able to bring resolution to issues quickly, involving others as needed.

Key Attributes and Characteristics

- Strong project and people manager who inspires new ideas and creativity; leads and demonstrates diplomacy, inclusivity, and a positive attitude.
- An excellent communicator projecting high integrity and ethical conduct; who cultivates productive relationships with the governing Board, partnering agencies and community groups, County and department staff, and the general public.
- An experienced strategist: able to make and stand by difficult decisions and articulate those to audiences of all levels.
- An active problem solver who anticipates and responds to problems in a timely manner, develops alternative solutions, and is able to bring resolution to issues quickly, involving others as needed.
- An outstanding manager of people who provides guidance and professional support to staff, offers regular feedback to employees, and serves as a mentor in providing training and development opportunities.
- A leader who can stay focused on the goals and mission of the organization, has high emotional intelligence, thick skin, and a sense of humor.

QUALIFICATIONS

- Possess a Bachelor's degree in Business or Public Administration, Animal Science, or a closely related field.
- Possess at least five (5) years experience which includes management and supervisory experience in an animal care setting.
- A background working in the public sector is highly desirable.





SALARY AND BENEFITS

The starting salary range of \$106,995.20 - \$160,492.90 depending on qualifications and experience.

In addition to a competitive salary, the Agency offers an excellent benefits package that includes:

- **Retirement** – The Stanislaus County Employees' Retirement Association (StanCERA) is a public employees retirement system operating under the County Employees Retirement Law of 1937, Government Code Section 31450 et. seq. and the California Public Employees' Pension Reform Act (PEPRA).
- **Medical Insurance** – Health Partners of Northern California (HPNC) or United Healthcare (UHC).
- **Dental Insurance** – Delta Dental.
- **Vision Insurance** – VSP.
- **Life Insurance** – Supplemental Employee and spousal TERM AD&D Life Insurance and Child Term Life Insurance.
- **Vacation Accrual** – 4.62 hours biweekly first year. 6.16 hours biweekly beginning 2nd-20th years. 7.70 hours biweekly beginning 21st years. Prorated if less than 80 hours base.
- **Sick Leave Accrual** – 3.7 hours per pay period. Prorated if less than 80 hours base.
- **Deferred Compensation** – 2.0% of base wages.
- **Car Allowance** – \$184.62 per pay period, plus mileage.
- **Moving Allowance** – Recruiter from out-of-County up to \$3,000. Paid by the Department.

For additional benefits information, please visit the following website: <https://www.stancounty.com/riskmgmt/docs/eb-forms/benefit-summaries.pdf>

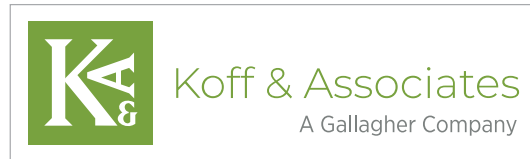
APPLICATION PROCESS

The final filing date is Friday, January 28, 2022.

To be considered, please submit a resume, cover letter, and five work related references (who will not be contacted in the early stages of the recruitment) to: <https://koffassociates.com/director-of-animal-services/>

Resumes should reflect years and months of positions held, as well as size of past organization(s).

For additional information, please contact:



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Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Koff & Associates will report the results to the Agency. The Agency will then select candidates to participate in panel interviews. Extensive reference and background checks will be completed on the selected candidate.

