



The County of Monterey

*invites your interest
for the position of*

**Safety
Officer**



The County of Monterey

Monterey County encompasses some of California's most stunning scenery and offers an ideal year-round Mediterranean climate. Miles of beautiful beaches, spectacular mountain ranges, groves of redwoods, low-rolling foothills, and scenic valleys are characteristics that contribute to the quality of life enjoyed by over 446,000 residents and the numerous tourists who visit the area year-round. Monterey County boasts world-renowned attractions such as the spectacular Big Sur Coast, Monterey Bay Aquarium, Cannery Row and the Steinbeck Center. It's also home to Laguna Seca Raceway and many world-famous golf courses including Pebble Beach, Spanish Bay, and Poppy Hills. The



County hosts annual events including the Monterey Jazz Festival, Indycar Grand Prix of Monterey, Sea Otter Classic, Concourse D'Elegance, and the California Rodeo.

Encompassing a total land area of 3,324 square miles, Monterey is the 16th largest of California's 58 counties and has an economy largely based on agriculture and tourism. The Salinas Valley, known as the "salad bowl of the nation", is abundant with lush produce fields and thriving vineyards. There are several major educational institutions including California State University, Monterey Bay, Middlebury Institute of International Studies at Monterey, the Defense Language Institute (DLI) and Presidio of Monterey, Naval Postgraduate School (NPS), Monterey Peninsula College, and Hartnell College in Salinas.

County Government and the Risk Management Division

Monterey County has over 5,170 employees with an all funds operating budget of approximately \$1.5 billion. Monterey is a general law county and the governing body is the Board of Supervisors, which is comprised of



an elected representative from each of the five voting districts within the County. The Board is elected to alternating four-year terms with elections conducted in even numbered years. The Board appoints the County Administrative Officer (CAO), who oversees County operations, and the County Counsel. County operations include 24 departments or agencies and have five elected department heads including: Assessor-County Clerk-Recorder, Auditor-Controller, District Attorney, Sheriff-Coroner and Treasurer-Tax Collector.

The Risk Management Division is a nine-member unit within the County Counsel's office. The division includes the functions of risk management, insurance,

general liability, workers compensation, and safety. The Safety Officer oversees a team of three FTEs and reports directly to the County Counsel and/or Risk Manager.

The Position and Ideal Candidate

The Safety Officer oversees all aspects of the County's comprehensive Injury and Illness Prevention Program (IIPP). The Safety Officer serves in a consulting capacity to management regarding safety policy and planning activities. The position is also responsible for the administration of a drug and alcohol testing program that complies with regulations of the U.S. Department of Transportation Federal Highway Administration.



The Safety Officer will be responsible for improving the coordination and synergy of proactive and preventative safety programs and training, as well as the promotion and standardization of best practices throughout operations. The successful candidate will have a collaborative and relationship based working style to ensure that the safety operation is well integrated into both the risk and county operations.

As both an internal resource (e.g. consulting, advising and training staff) and regulator (e.g. conducting safety audits and investigations) the incumbent must demonstrate excellent communications skills and judgment to engender the trust and confidence of county operations. While the Safety Officer must be a zealous guardian of the County's financial, property and human assets, he/she must also have a pragmatic view and balance this imperative with the organization's business needs and operational considerations. This position requires a versatile, flexible, collaborative and creative leader focused on service, collaboration and a strong professional work ethic combined with passion and enthusiasm for public service, are critical attributes for the successful candidate.



The ideal candidate will be a pragmatic problem-solver; have a well-developed sense of fair play and will possess a high level of technical knowledge including requirements of federal OSHA and Cal/ OSHA. Qualified candidates will typically have college course work equivalent to a Bachelors degree from an accredited college or university with a major study in Occupational Health, Safety, Industrial Hygiene or a related field and at least five years of progressively responsible professional experience in the administration of occupational health and safety programs including employee training, and at least one year of experience administering an employee drug and alcohol testing program. A Master's degree may substitute for two years of experience.

Compensation and Benefits

The County of Monterey offers a competitive salary and benefits package. The salary range for this position is \$81,324 - \$110,724 annually, DOQ. The County has adopted a seven-step salary schedule with step advances every year. The County Counsel is the appointing authority to determine an entry step, which will be based on the successful candidate's qualifications and experience. The excellent benefits package includes:

- ◆ Retirement: CalPERS, 2% @ 55 for classic members (employee pays 7% of member share) or 2% @ 62 for new members (employee pays 6.25% of member share). The County also participates in Social Security.
- ◆ Annual Leave: 23 days of annual leave are allowed in the first year; up to 37 days annually after 25 years.
- ◆ Holidays: 11 paid holidays per year plus 1 floating holiday.
- ◆ Health Insurance: Cafeteria-style benefits plan offers a variety of pre and post-tax options including medical, dental and vision insurance for employees and dependents.
- ◆ Health Flexible Spending Accounts: May contribute up to \$2,750 annually to a flexible spending account and up to \$5,000 annually to a dependent care assistance program.
- ◆ Life Insurance: \$50,000 Term Life Insurance Policy is provided.
- ◆ Management Allowance: \$45.84 per month.
- ◆ Educational Stipend: 2% of hourly base rate.
- ◆ Professional Leave: 10 days per year, non-accrual.
- ◆ Deferred Comp: Voluntary program available.
- ◆ Employee Physical Exam: Eligible to receive annual physical exam at Natividad Medical Center (NMC).
- ◆ Professional Development Stipend: \$400 per calendar year.



Equal Opportunity

Monterey County is an equal opportunity employer and a drug-free workplace. The County seeks candidates who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled. If candidates require special arrangements to participate in the selection process, please contact Michelle Ross at micheller@averyassoc.net.

The Process

To apply for this unique and exceptional career opportunity please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

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The final filing period for this recruitment is May 11, 2020.

Avery Associates is expecting to conduct preliminary interviews with qualified applicants in the mid-May timeframe. It is anticipated that recommended candidates will interview with Monterey County in early June, 2020.

If you have any questions regarding this position, please contact Paul Kimura at 408.399.4424 or by email at paulk@averyassoc.net or Bill Lopez at 408.888.4099 or by email at williaml@averyassoc.net.