

Deputy Executive Officer – Homelessness
Community Revitalization Group
County of San Bernardino, California
Base Salary Range: \$168,272 - \$239,470 DOE/DOQ
Modified Benefits Option (MBO) Salary Range: \$175,003 - \$249,049 DOE/DOQ

COLLECTIVE IMPACT

“We envision a San Bernardino County where, through partnership, we prevent and reduce homelessness.”

The County of San Bernardino is seeking a new Deputy Executive Officer – Homelessness to help champion strategic projects and programs to address homelessness in the County! The Deputy will oversee a CIP budget of approximately \$70 million with oversight of the Community Development and Housing Department (37 Staff) and the Office of Homeless Services (24 staff). This capable, decisive, and visionary leader will foster successful interdepartmental collaboration and work with the nonprofit community to maximize the impact of programs, projects, services, and funding to address homelessness Countywide. This is an ideal role for a people-centric and experienced public sector professional, with foundational knowledge of unhoused services, mental health access, and the barriers that frequently prevent people from receiving resources. Prior knowledge of grant funding and the ability to strategically braid together and leverage funding sources is highly desired. The ideal candidate is a strategic thinker with a big-picture mindset and the energy to motivate others toward common goals. If you are passionate about leading a team in innovative and inspiring work, this is the position for you. *Help address homelessness in San Bernardino County – apply today!*

View the full recruitment brochure here: <https://indd.adobe.com/view/18c90d5c-6827-4f1b-a316-4a9970eb3bcc>

THE JOB

The Deputy Executive Officer – Homelessness will oversee the Community Revitalization Groups, which includes the Community Development & Housing Department (CDH) and the Office of Homeless Services. Through the Director of Community Development and Housing and the Chief of Homeless Services, the deputy will have oversight of the Group’s total 62-person staff and the CIP budget of approximately \$70 million, combined with special outside funding to provide innovative solutions for housing, access to care, and lifechanging resources.

The Deputy will keep other executive leadership and the Board informed of the progress of initiatives relating to housing and homelessness through presentations and written reports. By tracking outcomes, the Deputy will help ensure that the County is maximizing County and grant funds, allocating money toward critical projects that have the most significant impact on homelessness.

THE IDEAL CANDIDATE

The Deputy will be a passionate and emotionally intelligent leader and mentor, with an enthusiasm for developing staff in their roles. It is essential that this position leads the Group toward collaboration and shared goals, delegating effectively and identifying opportunities for collaboration, recognition, and

team celebration. A positive driver of staff culture is desired for this role! While the Deputy will mentor staff internally, they will also have a major role in working with nonprofit leaders and Department heads throughout the County. The Deputy will continuously seek opportunities to work together with outside organizations and combine funding and resources in order to address the problem of homelessness and increase access to services.

The ideal candidate for this position is familiar with CIP budget oversight and the complexities of grant funding. A results-oriented leader is desired for this role. Whether they are supporting the Group in projects big or small, they will encourage staff to track relevant statistics and seek solutions that create sustainable results.

MINIMUM QUALIFICATIONS:

A combination of education and experience commensurate with the responsibilities of this position is required, such as:

- **Experience:** Five years of administrative or management experience in a complex organization with responsibility for budget development and management, financial analysis, capital improvement projects, and intergovernmental liaison.
- **Education:** Bachelor's degree in Business or Public Administration, Public Policy, Political Science, Economic Development, Planning, Finance, or a closely related field.
- **Driver's License:** Possession of or ability to obtain a valid California Driver's License.

DESIRED:

- **Education:** Master's degree in Business or Public Administration, Public Policy, Political Science, Economic Development, Planning, Finance, or a closely related field.

COMPENSATION AND BENEFITS

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PLUS an attractive benefits package.

HOW TO APPLY: *For first consideration, apply by **July 8th** at: <https://wbcpinc.com/job-board/>*

SAVE THE DATES: *Virtual interviews will occur on **August 5th and 6th**, with in-person interviews to occur the **following week**. Candidates must be available for all interview dates.*

Please contact your recruiter, Terri, with any questions:

- terri@wbcpinc.com
- 866-929-WBCP (9227) toll free
- 805.450.8296 (direct)