



INVITES YOUR
INTEREST IN
THE POSITION OF

CHIEF ADMINISTRATIVE OFFICER



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

THE COMMUNITY

Butte County is situated on the east side of Northern California's Sacramento Valley and covers 1,640 square miles between the Sacramento River to the west and the Sierra Nevada Mountains to the east. This "Land of Natural Wealth and Beauty" was founded on February 18, 1850 and is one of California's original counties. Butte County's name is derived from the Marysville or Sutter Buttes mountain range, which lay within the boundaries of the County when it was created. Butte County is home to a growing population of more than 220,000 people who live in the incorporated cities of Biggs, Chico, Gridley, and Oroville (the County seat), and the Town of Paradise. The County offers an ideal economic atmosphere, a highly educated labor force, and a lower than average cost of living.

Butte County is home to the well-known California State University, Chico campus. With nearly 15,000 students, the University offers over 129 various degrees. In addition, Butte County has a leading edge junior college, Butte College, which offers a variety of programs customized to meet the demands of individual businesses.

Although Agriculture is a key industry of the County, employers in Butte County make a wide range of products: electrical components, food products, photo processing, medical equipment, laser equipment, reloading equipment, aircraft components, and software.

Music, dance, theatre, art galleries, museums and historical homes are all part of the daily cultural life of Butte County residents. Visits from touring artists complement a full season of multidisciplinary, professional-caliber local performances.

Butte County offers a wide variety of outdoor activities in scenic surroundings. Bidwell Park, Feather Falls and Lake Oroville are just a few locales offering ample opportunities to enjoy golfing, hiking, biking, fishing, hunting, boating, rafting, and horseback riding. Professional baseball and soccer teams add excitement to the summer nights.

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Butte County is also a gateway for winter activities such as Nordic and alpine skiing. Mt. Shasta Ski Park and Lassen Volcanic National Park are just a short drive away.

ISSUES/ CHALLENGES/ OPPORTUNITIES

Butte County is currently updating its General Plan. The update will offer a plan that sets policy direction for the next 20 years. The process has involved extensive public participation.

Economic Development is important for the County. The Board of Supervisors has adopted a policy supporting economic development that brings family wage jobs to the County and is compatible with the quality of life in the County and the cities located therein.

The relicensing of the Oroville Facilities with the Federal Energy Regulatory Commission (FERC) is an issue with significant impact on the County. The California Department of Water Resources is the applicant and operator of the facilities. Butte County has taken an active role in the relicensing and review of the environmental reports given the impact of the facilities in the County.

Although the County is located in an area that is rich in water resources those resources serve other areas of the state. Attention to local supply is an important issue.



As with all California Counties fiscal issues are of great significance. The Board and staff continue to examine service delivery alternatives in the face of declining revenues.



BUDGET SUMMARY

The Fiscal Year 2009-2010 Adopted Budget is approximately \$400 million. Direct appropriations are proposed at over \$373 million, with approximately \$80 million funded by discretionary revenue. The Board of Supervisors made tough decisions to balance the budget, including a 15% workforce reduction, while maintaining essential public services. The County has a capable team of elected and appointed Department Heads and managers providing a strong foundation for the organization.

THE IDEAL CANDIDATE

The Board of Supervisors is looking for a professional manager and capable leader who provides clear direction (delegates) to Department Heads/Staff and holds them accountable. The candidate will bring a level of independence to the position. The selected candidate will possess the ability to gain the confidence of the Board and earn the respect of the Department Heads.

The new Chief Administrative Officer (CAO) should be politically astute yet apolitical. The CAO should take direction from a majority of the Board yet respects Board Member's role within their districts and as leaders in the County. The new CAO should keep all the Board Members equally well informed, through frequent updates.

The CAO should view his/her primary role as assisting the Board in achieving their goals. The new CAO should be pragmatic and flexible. The ideal candidate will see the big picture while paying attention to detail. The Board of Supervisors is seeking a person capable of providing clear recommendations but also, when necessary, developing options and alternatives.

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The new CAO should take a collaborative approach to managing the organization. A person who is team oriented will be successful in this position. The new CAO should possess the highest level of integrity and honesty. The ability to say "no" while offering alternative solutions to issues will be valued in the selected candidate.

Candidates with extensive knowledge of County management in a California context are preferred. In addition, general knowledge of County operations including land use, economic development, regulatory roles, intergovernmental relations, labor/employee relations and social services will be key.

The ideal candidates should possess a bachelor's degree in public administration, business administration or a related field. A master's degree is desirable.

The Board is looking for candidates motivated to a long-term commitment to the County.

THE COMPENSATION

The salary range will be competitive and within a range between \$205,000 and \$220,000 annually. Actual salary will depend upon the

chosen candidate's qualifications and experience. The County offers attractive benefits as outlined below:

- Retirement Plan – Participate in the PERS program (2% @ 55) with the County paying the employee contribution.
- Vacation is based on years of service beginning at 15 days per year
- 11 paid holidays per year.
- Sick Leave accrual of 12 days per year
- Bereavement Leave
- 10 days of Administrative Leave per year
- Health, Dental and Vision Insurance – Provided to the employee and dependents with the majority of the cost being paid by the County.
- Deferred Compensation – The County provides two voluntary 457 programs that each employee may elect to enroll in.
- Life Insurance – The County provides \$25,000 in life insurance with additional coverage available at a minimal cost.
- Employee Assistance Program
- Discounts at local health clubs
- Travel allowance and mileage reimbursement of \$620.00 per month
- County paid long-term disability
- Cell phone – choice of County-owned call phone or allowance of \$70.00 per month
- Reimbursement for professional designations
- Unemployment Insurance



TO APPLY

If you are interested in this outstanding opportunity, please visit our website at www.bobmurrayassoc.com to apply online.

**Filing Deadline:
February 19, 2010**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray and Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the Board of Supervisors in early April 2010. Candidates will be advised of the status of the recruitment following selection of the Chief Administrative Officer.

If you have any questions, please do not hesitate to call Mr. Bob Murray at:

(916) 784-9080.