

**PUBLIC**  
**VENTURA COUNTY**  
**WORKS**



The County of Ventura  
Invites Applications For

**DIRECTOR,**  
**PUBLIC WORKS**

Annual salary up to  
\$279,221\*

*\*Up to 5% educational incentive*



**COUNTY of VENTURA**

# COMPENSATION AND BENEFITS

The County of Ventura offers an attractive compensation and benefits package. The salary range for this position is \$199,424.59 - \$279,221.80 annually. Placement within this range will be based on qualifications and experience. An employee within this position will also be eligible for the following:

- **General Salary Increase (GSI)** of 3.5% effective December 22, 2024.
- **New Hire Incentive:** New hires may be eligible for a one-time New Hire Incentive up to 10% of the current annual base wage. (Subject to the applicable requirements of section 625 of the Management Resolution.
- **Automobile allowance** of \$575 per month.
- **Educational Incentive:** An educational incentive of 2.5% for completion of an associate's degree, 3.5% for completion bachelor's degree, OR 5% for completion of a graduate's degree.
- **Bilingual Incentive:** Incumbents may also be eligible for bilingual incentive depending upon operational needs and certification skills.
- **Executive Administrative Leave:** The candidate selected for this position will earn 248 hours per year, increasing to 288 hours after 5 years of service, to 328 hours after 10 years of service, and to 368 hours after 15 years of service or other public service.\*Credit for prior public service may be considered (Management Resolution, § 1202A)
- **Annual Leave Redemption:** The ability to “cash in” or redeem up to 100 hours of Annual Leave per year after using 80 hours of annual leave within the previous 12 months (Management Resolution, § 1205).
- **Holidays:** 12 paid days per year which includes a scheduled floating holiday.
- **Annual Leave Redemption:** The ability to “cash in” or redeem up to 100 hours of Annual Leave per year after using 80 hours of annual leave within the previous 12 months (Management Resolution, § 1205).
- **Deferred Compensation:** Eligible to participate in the County's 401(k) Shared Savings Plan and/or the Section 457 Plan. This position is eligible for up to a 3% match on your 401(k) contributions. Effective February 9, 2024 (and annually thereafter), eligible employees meeting the criteria in Sec. 1907 of the Management Resolution will receive two percent (2%) of their annualized compensation non-elective contribution into their 401(k) account.
- **Health Insurance Plans:** Medical, dental, and vision plans for you and your dependents. A flexible credit allowance of up to \$23,530 annually.
- **Flexible Spending Accounts:** Increase your spending power by reimbursement with pre-taxed dollars for IRS- approved dependent care and health care expenses.
- **Pension Plan:** Both you and the County contribute to the County’s Retirement Plan. If you are eligible, you may establish reciprocity with other public retirement systems, such as PERS.
- **Additional Benefits:** Incumbents are entitled to County-paid membership in professional organizations related to their position; other benefits include Disability Plans, Employee Assistance Program, Life Insurance, Tuition Reimbursement, Wellness Program.

# OUR COUNTY AND COMMUNITY

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Ventura County is located on California's "Gold Coast," approximately 35 miles northwest of Los Angeles and 20 miles southeast of Santa Barbara. Residents enjoy rolling hills and sweeping ocean views in a nearly perfect Mediterranean climate with an average annual temperature of 74 degrees. The beauty and weather combined with a wonderful quality of life are among the many reasons our residents choose to call Ventura County "home."

Ventura County is a "general law" county, governed by a five-member, elected-by-district Board of Supervisors. The Supervisors appoint a County Executive Officer (CEO) to oversee the County budget, day-to-day operations, and to advise, assist and act as an agent for the Board of Supervisors in all matters under the Board's jurisdiction.

It focuses on serving its residents by promoting engagement, strategy, execution and accountability to include diversity, equity, and inclusion initiatives to ensure that all employees are treated with respect and without discrimination, and to improve culturally appropriate outcomes for community members.

The County is supported by a total budget of approximately \$2.8 billion and more than 10,000 budgeted full-time equivalent (FTE) allocations in 26 agencies/departments. The County provides a broad variety of services from 26 different departments and agencies that include safety and social services, healthcare, airports, harbor, resource management, parks, information technology, and public works. There are six elected department heads in addition to the Board of Supervisors: Assessor, Auditor-Controller, Clerk-Recorder/Registrar of Voters, District Attorney, Sheriff, and Treasurer-Tax Collector.





## THE AGENCY

The County of Ventura's Public Works Agency (PWA) is comprised of five departments: Central Services, Engineering Services, Roads and Transportation, Water and Sanitation and Watershed Protection. Each PWA department is headed by a department director. Collectively, the five departments deliver efficient, responsive, and cost-effective public works services that protect and enhance the safety, health, and quality of life in Ventura County. PWA has an annual operating budget of \$350 million and a staff of 410 FTEs.

The Director of Public Works is also the County Road Commissioner, Chief Engineer of Water & Sanitation, Watershed, Executive Officer Fox Canyon Groundwater Management Agency.

Public Works has fostered a rich agency-wide environment focused on continuous process improvement, workplace safety, emergency and readiness response as First Responders, and organizational transformation placing Ventura County as the regional leader in public works services. Of significant focus for the executive leadership is a working knowledge of surface and ground water including the quantity, quality, flooding, and other aspects of hydrology and hydraulics.

The Public Works Agency values a transformative, proactive culture with a significant investment in process improvement activities and initiatives that have enhanced its operations. Ventura County Public Works embraces a regional awareness of public works building and maintaining collaborative and valued partnerships within the community including city public works departments and public safety agencies.

The Public Works Agency has been recognized nationally in its field among other public works associations and related organizations. The agency celebrates National Public Works Week every year including hosting a Public Works Day inviting local schools onsite to inform and engage our next generation of public works professionals, inform them of the multitude and variety of public works professional pursuits, and of the many public partnerships we pursue.

Significant and exciting projects on the horizon for public works include the building of the Rice Avenue Bridge (\$120 million), the Matilija Dam Restoration Project (\$80 million), and a new maintenance yard planned within the City of Moorpark (\$50 million).

## THE POSITION

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Under general administrative direction of the County Executive Officer and the Board of Supervisors, plans, directs, supervises and coordinates the activities and programs of the Public Works Agency; provides advice and presents recommendations to the Board of Supervisors concerning programs, projects, policies and procedures of the Agency; and performs related work as required.

The ideal candidate will exhibit a leadership philosophy that encourages staff development at all levels. The successful candidate is pragmatic, reasonable, and realistic to know, communicate, and appropriately address what can and cannot be accomplished as well as make sound and justified decisions and recommendations. This individual will prioritize accountability for themselves and team members and actively advocates, trains, and subscribes to accountability and the use of best practices. The ideal candidate is creative for negotiating solutions, demonstrates diplomacy and consensus building to bring people together and projects to fruition. Additionally, the ideal candidate for this critical position will build and maintain the trust and confidence of colleagues, staff members, and stakeholders.

The Director, Public Works is an at-will position which is exempt from the provisions of the Civil Service Ordinance.



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## TYPICAL QUALIFICATIONS

### Education, Training, and Experience:

Graduation from an accredited college or university with a degree in civil engineering and broad professional civil engineering experience, including a minimum of five (5) years of administrative and/or supervisory level experience comparable to that of a Civil Engineering Department Engineer.

### Supplemental Information:

Possession of a valid certificate of registration as a Civil Engineer issued by the California State Board of Registration for Professional Engineers.

# RECRUITMENT PROCESS

To apply for this exceptional career opportunity, please complete one of the following for consideration:

Email your cover letter, resume and any additional materials for consideration to **[Monika.Maine@ventura.org](mailto:Monika.Maine@ventura.org)**, OR

Submit an on-line application at **[www.ventura.org/jobs](http://www.ventura.org/jobs)** and attach your cover letter, current resume, and any additional materials for consideration.

## **Resume Evaluation**

A first review of resumes will commence **the week of March 25, 2024**. All relevant work experience, training and education need to be included to determine eligibility.

## **Interview Process**

Following a structured evaluation of the resumes, the most qualified candidates will be invited to a panel interview. The top candidates, as determined by the panel, will then be invited to a second interview with County executive management. The interviews may be consolidated into one processor expanded into multiple interviews contingent upon the size and quantity of the candidate pool.

## **Background Investigation**

The selected candidate may be subjected to a thorough background investigation which may include inquiry into past employment, education, criminal background information, and driving record. In addition, the successful candidate may be subjected to Live Scan fingerprinting.

For further information about this recruitment, please contact Monika Maine by email **[Monika.Maine@ventura.org](mailto:Monika.Maine@ventura.org)** or by telephone at **(805) 654-2419**.

