

THE CITY AND COUNTY OF SAN FRANCISCO



WELCOMES YOUR INTEREST IN THE POSITION OF:

**CHIEF JUVENILE
PROBATION OFFICER**

The Community

San Francisco is the fourth largest city in California with more than 865,000 residents. As a vibrant commercial and economic hub for the West Coast, the City's daytime population exceeds 1.2 million. San Francisco is one of the most internationally recognized and culturally diverse American cities, with a community blend of residents and businesses. The City represents the most ethnically diverse city in the United States with major representation of residents. San Francisco is also home to the third largest concentration of members of the LGBTQ community among the largest U.S. cities.

The City is situated on a 49-mile square mile peninsula bordered by the Pacific Ocean and the San Francisco Bay on three sides. With a unique terrain consisting of scenic valleys, hillsides and mountain regions adjoining the coast and bay waterfronts, San Francisco is truly one of the most beautiful and majestic cities in the world.



Juvenile Probation Department



The Juvenile Probation Department is an integral part of the criminal justice, public safety, and restorative justice system in the City and County of San Francisco. It is the enforcement arm of the courts and provides juvenile offenders with detention, residential, rehabilitative, counseling, and treatment programs. The Department works in conjunction with community-based programs, courts, law enforcement, prosecutors, defense attorneys, behavioral health, drug & alcohol treatment service providers, and victims to ensure quick and restorative re-entry into the community.

The Juvenile Probation Department's mission is to serve the needs of justice-involved or detained youth and their families with care and compassion; to identify and respond to the individual risks and needs presented by each youth; to engage fiscally sound and culturally competent strategies that promote the best interests of the youth; to provide victims with opportunities for restoration; to identify and utilize the least restrictive interventions and placements that do not compromise public safety; to hold youth accountable for their actions while providing them with opportunities and assisting them to develop new skills and competencies; and to contribute to the overall quality of life for the citizens of San Francisco within the sound framework of public safety as outlined in the Welfare & Institutions Code.

The Position

Reporting directly to the Mayor and the Juvenile Probation Commission, the Chief Probation Officer is the department head for the Juvenile Probation Department and is responsible for the well-being of detained youth in San Francisco. The Chief Juvenile Probation officer oversees all juvenile services, including: juvenile out-of-home care placement, treatment facilities, mental health services, and juvenile case management services. This individual is responsible for managing public relations for Juvenile Probation and collaborating with the Superior Court, Department of Public Health, state departments, social agencies, and law enforcement bodies to serve the needs of youths and families while seeking to advance public safety.

JUVENILE PROBATION COMMISSION VALUES

- INTEGRITY
- DIVERSITY AND INCLUSION
- TEAMWORK
- PROFESSIONAL COMMITMENT
- DIGNITY AND RESPECT
- A CULTURE OF PRODUCTIVITY
- DATA INFLUENCED DECISION-MAKING

The Ideal Candidate

The City and County of San Francisco is seeking an experienced and principled leader to become the next Chief Probation Officer for the Juvenile Probation Department. An organized, collaborative, and service-oriented mindset will enable the ideal candidate to be successful in this pivotal role. Expertise in organizational development and change management will be essential to achieve the San Francisco Juvenile Probation Department's vision of making our communities safer by continually reducing juvenile crime and recidivism rates. Additionally, top candidates will possess:

- ◆ Strong interpersonal and communication skills combined with a collaborative style.
- ◆ A high level of ethics and integrity.
- ◆ An ability to demonstrate professionalism in all aspects of their work.
- ◆ An ability to work with a variety of audiences and stakeholders.
- ◆ The confidence to seek input from others.
- ◆ An ability to engage in a collaborative, team-spirited work environment.
- ◆ Empathy for the youth population and community served.
- ◆ A broad vision for the future of San Francisco's youth, families, and juvenile justice system.

In summary, the Chief Probation Officer will be a skilled leader who embodies the Juvenile Probation Department's values and beliefs, while adhering to the mission of serving the youth and families with care and compassion and working to further the department's vision for the future.

Required Qualifications

The position requires a baccalaureate degree from an accredited college or university AND eight (8) years of increasingly responsible experience working on social welfare initiatives focused on serving youth or disadvantaged communities OR an equivalent combination of training and experience.

Desired Qualifications

Experience as a peace officer, experience supervising professionals, and possession of an advanced degree in a related area (such as: Juris Doctor, Master of Public Health, Public Administration, Public Policy, Criminal Justice, or other discipline related to the youth population served) are strongly preferred.

Compensation and Benefits

The City and County of San Francisco offers a competitive salary and benefits program. The normal salary range for this position is \$175,786 - \$224,328 annually. Appointments in higher salary ranges (\$224,354 - \$272,688) may be considered based on documented and substantiated recruitment and retention issues or exceptional skills. A special approval process is necessary for appointment in the highest salary range.

The City offers flexible benefit plans with pre-tax elections that include: medical and dental insurance; San Francisco Employee Retirement System (mySFERS.org); deferred compensation plan; long-term disability plan; life insurance; paid management training program; 11 paid holidays per year; 5 floating holidays; 10 to 20 vacation days per year depending on years of service; and 5 days of paid executive leave per year.

Equal Opportunity

The City and County of San Francisco is an Equal Opportunity/ADA Employer and encourages women, people of color, and persons with disabilities to apply. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy, or any other legally protected characteristics.

The Process

To pursue this desirable career opportunity, please submit your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until mutual interest has been established) to:

Stephanie Mayorga-Tipton
Department of Human Resources
One South Van Ness Ave., 4th Floor
San Francisco, CA 94103
Email: Stephanie.Mayorga@sfgov.org

This position will remain “open” until a final selection has been made. However, applicants must apply by December 6th, 2019 for consideration. If you have any questions regarding this position prior to the final filing period, please contact Stephanie Mayorga-Tipton at 415-557-4951 or Stephanie.Mayorga@sfgov.org.

Following the final filing date, all cover letters & resumes will be reviewed for consideration and only the most highly qualified candidates will be invited to interview.