

Lake County, Illinois Assistant County Administrator

Lake County, IL (population 703,462) seeks an innovative, creative and dynamic professional to serve as Assistant County Administrator. This position works as part of the County's administration/management team overseeing the activities and operations for one of three major service areas, as well as strategic initiatives. This person will lead policy and budget coordination, perform policy research, develop and implement programs. The individual must be a strategic thinker and consensus builder who can bring strong leadership and communication skills, modern and innovative management practices, and business acumen. The ideal candidate will have a commitment to best practices and customer service, as well as experience in conducting negotiations, developing inter-governmental agreements, strategic planning and shared services.

Lake County is a large, complex organization consisting of more than 30 departments and divisions that provide services including law enforcement, water and sewerage treatment, public health, criminal justice, transportation, public works, land use planning, building inspections, and emergency management. The county has 2,679 employees, a \$503 million budget and is governed by a 21 member elected Board.

The Assistant County Administrator will lead highly complex strategic initiatives and special projects often involving numerous stakeholders with the opportunity to influence regional level change. Examples include: regional 911 consolidation, mental health, sustainability, and multi-departmental operational efficiencies.

The individual will manage and support at least one of Lake County's major service areas, which include:

- A. **Public Safety/Judicial Services:** Judicial Circuit Court, Sheriff's Office, Jail, Coroner, State's Attorney, Public Defender, Circuit Court Clerk
- B. **Land Services:** Division of Transportation, Planning Building and Development, Stormwater Management, Health Department/Environmental Services; Public Works
- C. **Internal Services:** This could include any combination of the following departments/divisions: Finance and Administrative Services, Human Resources, Communications, Emergency Management, Information Technology, GIS/Mapping, Facilities, Construction, Capital Planning, Emergency Management, Sustainability, Performance Management, and the Health Department

Other business lines that coordinate and work with the County Board and Administrator's office include: legislative priorities, elections, taxation, assessments, vital records and document recordings, health department services, affordable housing, Community Development and Block Grants and HUD funds, workforce development, employment assistance and job training, veteran's assistance, regional office of education, and merit commission. Currently, a Deputy County Administrator, and Assistant County Administrator support the County Administrator who leads these service areas.

Minimum requirements include a bachelor's degree in public administration, public policy, business, or related field, and an MPA/MBA. Eight to ten years of progressively responsible experience in local government management, including significant experience at a senior level interacting with elected officials and other stakeholder groups. Starting salary range is \$130,000 - \$160,000 depending on qualifications and experience. Excellent benefits package. Submit resume, cover letter, and contact information for five professional references by March 10, 2017 to www.govhrusa.com/current-positions/recruitment to the attention of Heidi Voorhees, President, GovHRUSA, LLC, 630 Dundee Road #130, Northbrook, IL 60062. Tel: 847-380-3240.