

COMPENSATION & BENEFITS

Annual Salary: \$139,201.56 - \$210,692.88

The appointee will receive an annual salary, commensurate with qualifications and earning history, as well as an excellent program of benefits that allows employees to choose the benefits that meet their specific needs.

The package includes:

- ♦ **Cafeteria Benefit Plan** - the Megaflex Benefits plan is a cafeteria plan through which benefits may be purchased using tax-free County contribution of an additional 14.5% - 17% of the employee's monthly salary.
- ♦ **Flexible Spending Accounts** - Employees may contribute up to \$200 per month tax-free to a Health Care Spending Account and \$400 per month tax-free to a Dependent Care Spending Account. The County contributes \$75 per month to the Dependent Care Spending Account.
- ♦ **Retirement plan** - a contributory defined benefit plan.
- ♦ **Savings Plan (401K)** - Optional tax-deferred income plans that may include a County matching contribution up to 4% of employee's salary.
- ♦ **Deferred Compensation Plan (457)** - Optional tax-deferred income plans that may include a County matching contribution up to 4% of employee's salary.
- ♦ **Holidays** - 12 paid days per year.



HOW TO APPLY

This unclassified position will be open from April 27, 2017, until filled. Qualified candidates are encouraged to apply by May 26, 2017, for first consideration.

Please go to: <http://bit.ly/2qcAOeL> to create an online profile and submit your application, cover letter, resume, record of accomplishments, degree verification, salary verification, and three professional references.

An online Work Styles Assessment will be required for the most qualified candidates.

Only the most qualified candidates, as determined by the screening and assessment process, will be invited to participate in the interview and selection process.

For confidential inquiries, please contact:
Alice Ting
Department of Human Resources
Talent Acquisition Division
(213) 974-2514
Ating@hr.lacounty.gov



General Manager responsible for sustainability, environmental, and energy management County of Los Angeles, Internal Services Department

Open from April 27, 2017 until the position is filled



To enrich lives through effective & caring service.





The Internal Services Department delivers environmentally sustainable, customer-oriented, and efficient public services.



THE COUNTY

The County of Los Angeles, ranked as one of America's Best Employers in 2016 by Forbes magazine, has a demographically and geographically diverse population of more than 10 million residents. As the largest employer in Southern California with over 100,000 employees in 34 departments, the County of Los Angeles provides vital and wide-ranging public services to its citizens.

INTERNAL SERVICES DEPARTMENT

The Internal Services Department (ISD) supports the County by providing numerous in-house contracted and advisory services in facilities, information technology, purchasing and contracts, administration and finance, sustainability, and conservation and energy efficiency programs. The Department's overall budgetary responsibility is \$874 million, which includes a \$515 million operating budget, \$85 million telephone utilities budget, \$238 million utilities budget, and 2,177 budgeted positions.

THE POSITION

The General Manager (Administrative Manager XV, ISD) responsible for sustainability, environmental, and energy management is an unclassified position and works under the direction of the Department Head. The position has administrative oversight for over 135 budgeted positions and is responsible for directing, coordinating and implementing, through subordinate managers, a wide range of energy efficiency, conservation, and sustainability programs and projects to decrease utilization and maximize the efficient use of natural resources within County operations and throughout the Southern California Region. The position is responsible for overseeing and managing a combined \$260 million annual operating and utilities budget; \$34 million in grants and special funds; and has oversight of over 10 major environmental sustainability related programs and 17 sub-programs that are supported by a variety of in-house personnel and contract agencies.

THE IDEAL CANDIDATE

The ideal candidate will have strong management and leadership skills, comprehensive knowledge of environmental, energy and sustainability concepts, principles and methods associated with the Service program areas, and skill in negotiating and developing internal and external collaborations with key stakeholders, fellow government agencies, and members of the public to achieve successful implementation of program policies and objectives.

QUALIFICATIONS

A Bachelor's Degree in Environmental Science, Environmental Policy, Urban Planning, Resource Conservation, Environmental Engineering, Business or Public Administration or a closely related field and five years senior management experience performing environmental or sustainability related activities.

DESIRABLE QUALIFICATIONS

- Experience managing an environmental organization or the sustainability operation of a public sector/ governmental entity.
- Demonstrated leadership and innovation in the development and implementation of large-scale governmental programs affecting organizations with multiple buildings/campuses and operations, preferably with at least 3 million square feet of property.
- Demonstrated programs experience in large enterprises that promote environmental and sustainability initiatives involving energy/water efficiency, clean transportation, green building certification, renewable resources, climate change, waste reduction/diversion; land use planning; green purchasing; technical resources and financing for clean energy programs including public agency, commercial and residential building retrofits; and education and outreach.
- Demonstrated experience working with representatives of state and local governments, special districts, private utility agencies, regional climate agencies, sustainable energy coalitions, councils of government (COGs), and regulatory agencies such as the California Public Utilities Commission (CPUC), California Energy Commission (CEC) and Southern California Air Quality Management District (SCAQMD) to develop, secure funding allocations for the implementation of County (or similar public agency) and regional programs and projects.
- Experience drafting proposals for large amounts of grant funding (\$10 million or more) on an annual basis.
- Knowledge of local, State and Federal legislation and policy and the ability to gauge their impacts on current programs or future programs.
- Demonstrated experience in contracts management.
- Demonstrated strategic planning, project management, and process improvement skills.
- A Master's Degree in Environmental Science, Resource Conservation, Environmental Engineering, or closely related field.
- LEED-AP Certification, status as a Certified Energy Manager, Certified Sustainable Development Professional, Certified Sustainability Facility Professional or other related certifications.
- Lean Six-Sigma Certification.
- Excellent oral and written communication skills, including strong public speaking skills.
- Strong service and customer-relations skills.

