

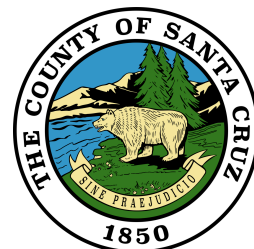
COUNTY OF SANTA CRUZ

ASSISTANT DIRECTOR OF INFORMATION SERVICES

Salary: \$174,928 – 234,458 Annually

Final Filing Date: Friday, September 25, 2026

To apply, go directly to: www.santacruzcountyjobs.com



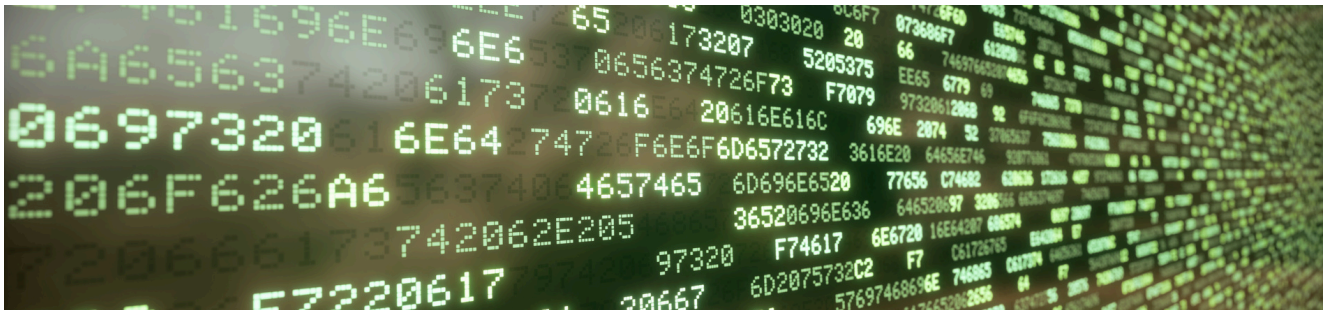
County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion. Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

ABOUT THE POSITION

Under general direction assist the Information Services Director in planning, organizing and directing the Department of Information Services and its divisions in development and support of the Countys information and technology systems; acts as the Director in the absence of the Director of Information Services; and does other work as required.

The incumbent is responsible for administrative and management tasks that support the goals of the Information Services Department. Performs complex and difficult assignments requiring knowledge of effective administrative and management methods applied to a broad range of information and technology services including: application development, computer operations, telecommunications, PC/Network based services and customer service; assures a high level of customer satisfaction and performs special projects involving planning, organizing and monitoring and project management; participates in the development of department budget. Incumbents act as the Director in the absence of the department head.



THE IDEAL CANDIDATE

The ideal candidate for the Assistant Director of Information Services is a forward-thinking technology leader who blends strategic vision with hands-on operational expertise. They bring a strong commitment to public service, excel at guiding complex IT initiatives, and foster a collaborative, innovative work environment that supports the County of Santa Cruz's mission.

- Experienced in enterprise IT operations, cybersecurity, and modern infrastructure
- Skilled in leading technical teams and managing large, multi-department projects
- Able to communicate complex technical concepts clearly to diverse audiences
- Collaborative, adaptable, and effective at building strong cross-department relationships
- Demonstrates integrity, sound judgment, and a commitment to secure, reliable public-service technology
- Proactive problem-solver with a focus on service excellence and continuous improvement

SUMMARY OF QUALIFICATIONS

Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

Equivalent to graduation with Degree in Information Management, Public Administration or related field and four years of supervisory or management experience. Additional qualifying experience may substitute for a maximum of two years of education.

To see the full job specification, including knowledge and abilities, please click below:

<https://www.jobapscloud.com/SCRUZ/specs/classspecdisplay.asp?ClassNumber=UP8>



SUPPLEMENTAL QUESTIONNAIRE

1. Describe a major technology initiative you have led, including your role, the challenges you faced, and the outcomes achieved.
2. How do you approach balancing strategic planning with day-to-day operational demands in a complex IT environment?
3. Describe your experience managing and developing technical teams. What strategies do you use to foster collaboration, accountability, and innovation?
4. Describe your experience contributing to or leading IT governance processes (e.g., prioritization frameworks, steering committees, policy development).

HOW TO APPLY

Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Human Resources Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Human Resources Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Women, people of color, and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

HIGHLIGHTED BENEFIT OFFERINGS

VACATION – 16 days 1st year, increasing to 31 days per year after 15 years of service. Available after 1 year of service.

ADMINISTRATIVE LEAVE – One week advanced upon appointment; two weeks accrued each year; can be taken in cash or time off.

HOLIDAYS – 14 paid holidays per year.

SICK LEAVE – Six days per year.

BEREAVEMENT LEAVE – 5 days – 3 paid & 2 unpaid in California, 5 days paid out-of-state.

MEDICAL PLAN – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN – County pays for employee and eligible dependent coverage.

VISION PLAN – The County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT AND SOCIAL SECURITY – Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013 (PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE – County paid \$50,000 term policy. Employee may purchase additional life insurance.

LONG TERM DISABILITY PLAN – Plan pays 66 2/3% of the first \$13,500, up to \$9,000 per month maximum.

DEPENDENT-CARE PLAN – Employees who pay for qualifying child or dependent care expenses may elect this pre-tax program.

H-CARE PLAN – Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION – A deferred compensation plan is available to employees.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.