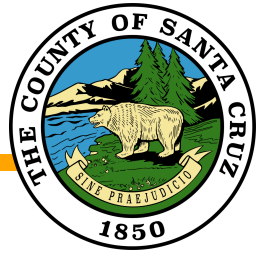


COUNTY OF SANTA CRUZ



DIVISION DIRECTOR OF CHILD WELFARE SERVICES

PROMOTIONAL ONLY

Salary: \$161,325 – 216,195 Annually

*4% SALARY INCREASE EFFECTIVE DECEMBER 2026

Final Filing Date: Friday, August 21, 2026



To apply, go 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 JOB

The Human Services Department is seeking a dynamic service-oriented person to fill the senior management position of Director of the Child Welfare Services Division. This position reports to the Human Services Department Director and is responsible for developing, administering, and evaluating Children's Services within the Human Services Department. Candidates must demonstrate strong collaborative skills, the ability to effectively team with community-based organizations and provide strategic leadership and executive oversight for all child welfare programs and services designed to protect children, strengthen families, and promote permanency and well-being. The role is responsible for ensuring compliance with federal, state and county laws and regulations. The list established from this recruitment will be used to fill the current and future vacancies during the life of the list.

THE REQUIREMENTS

Any combination of education and experience which will provide the required knowledge and abilities is qualifying, unless otherwise specified. A typical way to obtain these would be:

THREE YEARS OF RESPONSIBLE ADMINISTRATIVE OR MANAGEMENT EXPERIENCE WHICH WOULD DEMONSTRATE APPLICATION OR POSSESSION OF THE REQUIRED KNOWLEDGE AND ABILITIES.

A MASTER'S DEGREE IN BUSINESS OR PUBLIC ADMINISTRATION, SOCIAL SERVICES OR SOCIAL WORK, OR CLOSELY RELATED FIELD, MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.

Desirable Qualification: Licensed Clinical Social Worker.

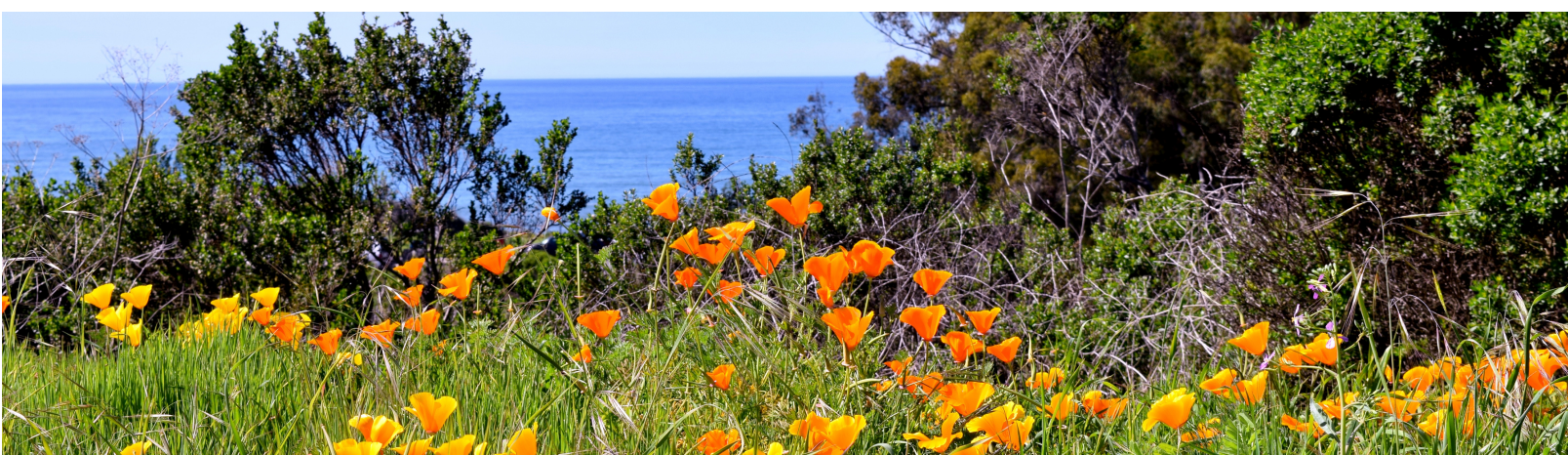
SPECIAL REQUIREMENTS: Possession and maintenance of a valid California Class C driver's license or the ability to provide suitable transportation that is approved by the appointing authority. Physical and mental capability of performing the essential functions as summarized in the Typical Tasks section of this job specification.

KNOWLEDGE

Thorough knowledge of program planning, administration, coordination and evaluation; principles and practices of public administration; functions and services of the assigned division's programs; and principles and practices of supervision, training and personnel management. Working knowledge of local government organization and operations and of the interrelationships between County, Federal and State government and community organizations concerned with the delivery of the division's services; community needs and public and private community resources providing services related to the division's programs; budgeting and fiscal control, especially pertaining to the division's programs; administrative problems and issues involved in the operation of a large division and agency; laws and regulations pertaining to the division's programs; current developments and trends in the assigned division's services; and grant proposal writing and legislative processes related to developing funding sources. Some knowledge of the application of information services to program operations; and contract negotiation and administration.

ABILITY TO

Plan, organize, and direct, through subordinate managers and supervisors, the activities of a large staff engaged in the administration of the division programs; exercise initiative, ingenuity, and sound judgment to solve difficult administrative and personnel problems; analyze, interpret, and explain complex regulations, laws, court decisions and directives affecting division programs; evaluate programs; express division positions effectively in oral and written form; develop and coordinate functions among division, departments and agencies; establish and maintain effective working relationships with others; interpret and explain division operations and programs to other departments, agencies and community groups; speak effectively before groups; prepare and monitor contracts and budgets; provide professional consultation and program leadership; train and orient staff; and develop, negotiate and monitor funding sources.



THE EXAMINATION

Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.



SUPPLEMENTAL QUESTIONNAIRE

1. Describe your experience leading a child welfare or human services division or program. Include the size of the organization or program, the number of employees you supervised, your budget responsibilities, and your role in developing and implementing strategic initiatives.
2. Provide an example of a complex or sensitive child welfare issue you managed that required collaboration with multiple stakeholders (e.g., courts, law enforcement, behavioral health, schools, tribal partners, community organizations, or executive leadership). What was your role, what actions did you take, and what was the outcome?
3. Describe a significant organizational improvement or system change you led that improved services, operational efficiency, compliance, or outcomes for children and families. How did you measure success, and what challenges did you overcome during implementation?

TENTATIVE RECRUITMENT SCHEDULE

Virtual Advisory Panel Interviews: September 9, 2026

In Person Final Selection Interviews: September 14, 2026

Anticipated Start Date: September 26, 2026

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.