

County Director, San Diego County

UC ANR leadership has opened an internal call for those interested in assuming the role of County Director (CD) for San Diego County beginning January 4, 2021. This call is open to all UCANR employees with academic status. Employees will be expected to take on this role as a partial appointment in addition to their current role and will be compensated accordingly. Per the current contract with the County, the CD must have an academic appointment.

The County Director is responsible for the coordination and overall operation of Cooperative Extension programs in San Diego County. Primary responsibilities are leadership and oversight of all CE extension and research programs including effective management and supervision of all staff and academic personnel including oversight, evaluation (annual evaluations, merit, and promotions), mentoring, coaching and discipline. The CD will provide oversight to the County budget and negotiations. The CD will be assigned as the principal investigator for all contracts and grants not directly between academics and the County. Additionally, the incumbent will be responsible for maintaining effective collaboration and communication between the University of California and the administrative officers and departments of San Diego County government. Maintaining and enhancing San Diego County CE budgets, serving as an advocate for CE and all its programs, and developing and maintaining good working relationships with public and private agencies in San Diego County is paramount to the success of the CD role.

The County Director is expected to:

- Provide vision, inspire, and motivate others with attitude and actions; set a high standard for excellence; innovate and foster positive change; model and support a good team working environment; and encourage and is open to exploring new ideas and innovative changes, and provide active, ongoing advocacy and support for UC ANR programs.
- Understand and uniformly apply UC and County Administrative policies; provide useful and timely feedback; take timely disciplinary action within UC and County procedures, if necessary; and work with staff in advance of deadlines for required records and reports.
- Successfully secure county resources, as well as other sources of support; effectively manage and equitably allocate resources among programs and established priorities; monitor the use of resources and complies with all relevant policies; and maintain effective working relationships with internal and external partners to form strong support networks for UCCE. The CD is expected to attend County Administrative meetings to effectively represent UC as a member of the Land Use and Environment group.
- Be an effective listener and communicator; takes responsibility for his/her own actions; motivates others; keeps commitments; and cultivates political and industry support for UC ANR.
- Demonstrate concern for all staff; effectively manage all personnel supervision, oversight, annual evaluations, merits and promotions, and take appropriate disciplinary actions; make effective use of staff expertise to strengthen the team; and invest in improving all staff expertise and supports professional development.

The add-on appointment will be for a two-year term, and is subject to renewal, renegotiation, or termination. As with all administrative appointments, County Director appointments are at the discretion of the Vice President and may be terminated at any time.

If you are interested in being considered for this County Director position, please address your letter and position questions to Vice Provost Mark Lagrimini at mlagrimini@ucanr.edu. Please indicate your motivation to serve in this capacity; the key strengths you will bring to this position; and your approach to balancing the demands of this appointment with your current responsibilities. **Submit your letter of interest to Pam Tise at pdtise@ucanr.edu by 5 p.m. on December 11, 2020.**