

Market Range Detail - County Manager

Effective Date

March 5, 2012

Market Range Title Description

Under the direction of the County Board of Supervisors, this position is responsible for the overall management and strategic direction of all Board appointed County departments. The County Manager is responsible for carrying out and achieving the Board of Supervisors' strategic goals and priorities. Goals are accomplished through the management and oversight of appointed department heads and working with elected official departments. Responsibilities include: developing and implementing County-wide administrative and operational policies; developing and directing strategic, long-term planning and direction for the County; identifying environmental factors and determining appropriate methods for deploying the County's technical, financial, operational, and human resources to optimize financial stability and provide excellent results; planning for future development to meet population growth and the increasing need for public services; directing and reviewing the County's recommended operating and capital budgets and presenting to the Board for approval; analyzing and directing research studies and projects to achieve better results and increased customer satisfaction; advising the Board on policy issues and problems and providing analysis and solutions; carrying out Board policies and strategic priorities with County elected departments and the judiciary; coordinating intergovernmental projects of legislative priorities with municipal, state, and Federal agencies. The County Manager reports to the Board of Supervisors.

Market Range

Minimum Hourly Rate	Midpoint / Hiring Maximum	Maximum Hourly Rate
\$90.42	\$112.33	\$134.23

Likely Minimum Qualifications

- Master's degree in Public Administration, Business Administration, or related field
- Minimum of 10 years of senior management and administration experience
- Other combinations of education and experience may be considered in substitution for the minimum qualifications

Working Titles

- County Manager

Glossary:

Market Range Title: Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

Effective date: The date the salary range was implemented for use.

Market Range Title Description: Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

Likely Minimum Qualifications: Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

Market Range: The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

Hiring Range: The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

Working Title: The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.