



BOULDER COUNTY, COLORADO

Director of Housing and Human Services

This is a unique opportunity for a strategic leader to direct a national model for integrated housing and human services, to address outcome disparities for people of color, and to join a thriving organization committed to collaborative relationships in one of the nation's most forward-thinking counties.



BOULDER COUNTY
**HOUSING
& HUMAN
SERVICES**



Hope for the future, help when you need it.

THE COUNTY

Boulder County is a progressive community with over 2,000 employees serving the needs of over 300,000 residents. From visionary open space, progressive land use and sustainability policies to innovative community service and housing programs, Boulder County government helps foster a vibrant, healthy and active community.

Located in north-central Colorado, northwest of Denver, the County's landscape includes thriving urban centers surrounded by rural buffer zones, foothills and forested mountains and portions of Rocky Mountain National Park. The County seat is the City of Boulder, the largest municipality in Boulder County, where many of the County's administrative offices are located. Other incorporated towns and cities include Erie, Jamestown, Lafayette, Longmont, Louisville, Lyons, Nederland, Superior and Ward.

Boulder County offers countless year-round recreational activities, including an abundance of public hiking and biking trails and over 100,000 acres of open space. There are also a variety of entertainment and cultural opportunities including art galleries, museums, movie and stage theaters, and events including the Colorado Shakespeare Festival. Boulder is also a center for educational and scientific facilities, including the University of Colorado Boulder, Naropa University, the National Center for Atmospheric Research, the National Institute of Standards and Technology and the National Oceanic and Atmospheric Administration.

***"As trusted stewards of Boulder County's future,
we provide the best in public service."***



— *Boulder County Guiding Values* —
Inclusion • Stewardship • Service • Engagement
Sustainability • Innovation • Resilience

To learn more, visit: www.bouldercounty.org.



THE DEPARTMENT

The Boulder County Department of Housing and Human Services (BCDHHS) is a national model for community-wide integrated housing and human services. The Director will provide strategic leadership and support to the department and community stakeholders during a time of dynamic change, uncertainty and increased needs due to the COVID-19 pandemic.

The Director will advance the agency's mission and vision of building a healthy, connected community that empowers people and strengthens families by confronting the root causes of crisis and instability. Primary focus areas for the department are: investing in early childhood well-being and early intervention, expanding access to affordable housing, integrating data systems to have a full picture of the needs of every resident seeking help, and addressing disparities in outcomes for people of color and marginalized populations.

THE DIRECTOR

The Director administers a merged agency, combining the Boulder County Housing Authority and the County department of Social Services, an arm of Colorado State government that provides statutorily mandated human services programs. This includes managing a staff of approximately 500 individuals in eight divisions that serve 90,000+ individuals per year providing child welfare, adult protection, child support, housing, and other health, education, family stability, and employment supports. The divisions under the Director's management include Community Supports, Family and Children Services, Housing, Case Management and Community Outreach, Finance, Business Operations and System Support, Impact Care Management and Strategic Communication. The Director reports to the County Administrator, and serves at the pleasure of the Board of County Commissioners.



Boulder County Strategic Priorities:

- Affordable Living •
- Climate Action •
- Equity & Justice •
- Land & Water Stewardship •
- Organizational & Financial Stewardship •

For more information on our 2019-2023 Strategic Priorities, visit <https://www.bouldercounty.org/departments/commissioners/strategic-priorities/>

Key areas of responsibility include:

- » **Strategic Leadership, Community Relations and Partnership Development:** Driving the vision and strategy for the department, engaging stakeholders to achieve the BCDHHS mission, working to develop new programs and develop new strategies to make existing programs more successful, serving as the primary spokesperson for BCDHHS and representative to State and local legislative, budget, policy, and planning committees and driving County equity and inclusion initiatives.
- » **Administrative and Financial Management:** Responsible for an average annual operating and capital budget of approximately \$130M, ensuring strategic investment in collaboration with other County departments of community funding of approximately \$30M, and developing new funding sources.
- » **Social Services:** Directing the implementation of social services programs, policies, rules and procedures to satisfy local, state and federal mandates, including child support, Colorado Works, Medicaid, SNAP, CCAP, Old Age Pension, Family housing and self-sufficiency, adult protection and community education supports, and being responsible for child welfare, foster care and adoption programs to strengthen families and for primary prevention.
- » **Housing:** Directing the management of the Boulder County Housing Authority (BCHA) asset base of approximately \$260+M, 835 homes, and approximately 1,000 Housing Choice Vouchers & 500 Housing Stabilization Program vouchers annually, including low income housing tax credit (LIHTC) partnership assets, and the financing, planning, construction and rehabilitation of affordable housing and development of new housing programs.
- » **Management and Internal Leadership:** Providing inspirational leadership and management of the staff, supporting a knowledgeable, effective and trustworthy team, and creating continuous opportunities for growth and development across the organization while advancing racial diversity and equity in the County.

CHARACTERISTICS OF THE IDEAL CANDIDATE

The ideal candidate has demonstrated leadership and management experience in housing and human services with the ability to set a clear vision for the department and help staff understand their

role in achieving the vision. With a proven track record for building relationships, the ideal candidate will create a team mentality while guiding the department through a challenging time of increasing community demands due to the COVID-19 pandemic. The new director must be a strong, culturally competent manager, demonstrating political savvy, flexibility and adaptability in a complex and ever-changing environment. Competitive candidates will possess proven fiscal management and understanding of complex financial strategies, financing mechanisms and diverse funding streams.

Additional characteristics being sought include:

- » Dynamic, visible leader with excellent interpersonal skills who is calm, dependable, trustworthy, sincere and compassionate.
- » Experience building partnerships and working collaboratively with internal and external constituents including nonprofits, government and financial institutions.
- » Superior mentoring, professional development, people management and leadership skills; an inspiring team builder who engenders trust and builds group commitment to goals and objectives.
- » Demonstrated multi-cultural management experience, including recruitment and development of racially diverse teams. Bilingual abilities helpful.
- » Demonstrated political insight and the ability to work effectively with elected officials.
- » Effective listener and communicator with proven ability to engender confidence in ideas, vision, and engage others in meaningful dialogue.
- » Extensive knowledge of housing and human services programs, principles, practices and procedures.
- » Broad general management experience in a large complex organization across finance, human resources, operations, technology, communication, programming and working with Boards.
- » Passion and commitment to the mission and vision of BCDHHS.
- » Strategic/visionary leader with innovative ideas, able to manage and drive change; willingness to take calculated risks; creative problem-solver.

MINIMUM QUALIFICATIONS

Boulder County is looking for well qualified candidates to fill our positions. Any combination of relevant education and experience is encouraged. In this position, we are looking for a minimum of 10 years of combined education and experience, including at least 8 years of executive management and leadership experience in social services, affordable housing, community development, public administration, government, nonprofit or similar organizations.

Boulder County is a family-friendly workplace dedicated to fostering a diverse, inclusive, and respectful environment for all employees. We prohibit unlawful discrimination against applicants and employees on the basis of race, color, religion, gender, gender identity, national origin, age, disability, socio-economic status, sexual orientation, genetic information, or any other status protected by applicable federal, state, or local law.

COMPENSATION AND BENEFITS

The hiring range for this position is **\$140,000 - \$180,000**. Actual salary will be dependent on the qualifications and experience of the successful candidate. As well as offering competitive pay and a caring work environment, Boulder County offers employees an array of benefits including:

- » A family friendly workplace, with generous paid vacation, medical leave and holidays, paid caregiver leave, a breast-feeding friendly work environment, and an Infants-at-Work policy; a nationally recognized wellness program; robust learning programs and reimbursement; free and discounted transit and bike sharing memberships; benefit plan options include health, vision, dental and optional supplemental insurances for cancer care and hospital stays; generous retirement plans, including mandatory participation in **both** Social Security and Colorado PERA Pension and voluntary options of a Colorado PERAPlus 401(k) and PERAPlus 457 Plan both with traditional pre-tax or Roth options; Life and Disability insurance.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this exceptional career opportunity, submit your résumé, cover letter, and a list of six work-related references (who will **not** be contacted without prior notice) by **Friday, October 16, 2020**. Résumé should reflect years **and** months of employment, beginning/ending dates as well as the size of staff and budgets you have managed. Please submit your materials to: <https://secure.cpshr.us/escandidate/JobDetail?ID=1690>

For additional information about this position please contact:

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Candidates deemed to have the most relevant backgrounds will be invited to participate in a preliminary screening interview with the consultant. Those individuals determined to be best suited will be invited to participate further in a formal assessment process.



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