

Lake County, Illinois
Assistant County Administrator

Lake County, Illinois (population 703,462) seeks an innovative, creative and dynamic professional to serve as Assistant County Administrator. This position works as part of the County's administration/management team overseeing the activities and operations for one of three major service areas, as well as strategic initiatives. This team includes a Deputy County Administrator and two Assistant County Administrators that are led by a County Administrator. This person will lead policy and budget coordination, perform policy research, develop and implement programs. The individual must be a strategic thinker and consensus builder who can bring strong leadership and communication skills, modern and innovative management practices, and business acumen. The ideal candidate will have a commitment to best practices and customer service, as well as experience in conducting negotiations, developing inter-governmental agreements, strategic planning and shared services.

Lake County is a large, complex organization consisting of more than 30 departments and divisions that provide services including law enforcement, water and sewerage treatment, public health, criminal justice, transportation, public works, land use planning, building inspections, and emergency management. The county has 2,468 employees, a \$503 million budget and is governed by a 21-member elected Board.

The Assistant County Administrator will lead highly complex strategic initiatives and special projects often involving numerous stakeholders with the opportunity to influence regional level change. Examples include: regional 911 consolidation, mental health, energy and environmental sustainability, shared services and collaborative consolidation, and multi-departmental operational efficiencies.

The individual will coordinate, manage and support at least one of Lake County's major service areas, as well as lead Board strategic initiatives. The service areas are listed below:

- A. **Public Safety/Judicial Services:** Judicial Circuit Court, Sheriff's Office (including the jail), Coroner, State's Attorney, Public Defender, Circuit Court Clerk and the Sheriff's Merit Commission
- B. **Land Services:** Division of Transportation, Planning Building and Development, Stormwater Management, Health Department/Environmental Services; Public Works
- C. **Health and Community Services:** Health Department/Environmental Services, Workforce Development, Community Development, Veterans Assistance Commission, and Regional Office of Education
- D. **Internal Services:** This could include any combination of the following departments/divisions: Finance and Administrative Services, Human Resources, Communications, Emergency Management, Information Technology, GIS/Mapping, Facilities, Construction, Capital Planning, Emergency Management, Sustainability, Legislation and Performance Management

Minimum requirements include a bachelor's degree in public administration, public policy, business, or related field, with an MPA/MBA or other advanced degree highly desired. Eight to ten years of progressively responsible experience in local government management or comparable organization, including significant experience at a senior level interacting with elected officials and other stakeholder

groups. Starting salary range is 150,215 to 187,128 depending on qualifications and experience. Excellent benefits package. Submit resume, cover letter, and contact information for five professional references at once but no later than July 26, 2019 to www.govhrjobs.com to the attention of Heidi Voorhees, President, GovHRUSA, LLC, 630 Dundee Road #130, Northbrook, IL 60062. Tel: 847-380-3243. Position is open until filled.

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