

INSPECTOR GENERAL

[Los Angeles County, CA]

THE POSITION

This is a new position created by unanimous vote of the Board of Supervisors. Under the direction of the Board, the Inspector General provides independent oversight and monitoring of the Sheriff's Department operations. This person reports directly to the Board of Supervisors and directs and oversees the County's Office of the Inspector General, which is responsible for monitoring, reviewing and making policy recommendations on highly specialized, complex, sensitive and controversial issues related to the Sheriff's Department, such as the conditions of the jails, inmate complaint process, allegations of misconduct, quality of audits and inspections, and use of force statistics.

Examples of duties of the position include, but are not limited to:

- * Plans, organizes, directs, coordinates, supervises and evaluates the work of the Office of the Inspector General.
- * Advises the Board on an attorney-client basis regarding reviews of incidents referred by the Board.
- * Reviews use of force statistics, investigations of force incidents, allegations of misconduct, disciplinary decisions, and the quality of audits and inspections conducted by the Sheriff's Department.
- * Develops and communicates recommendations for policy and procedural changes designed to improve the operations of the Sheriff's Department.
- * Monitors the condition of the jails and oversees the inmate complaint process, as well as monitors the Sheriff's Department response to inmate and public complaints and concerns.
- * Prepares regular reports for the Board and the Sheriff on the work of the Inspector General's Office, conditions and trends in the jails, and the operations of the Sheriff's Department.
- * Conducts audits, inspections and investigations of the Sheriff's Department, as deemed necessary.
- * Meets regularly with the Sheriff to discuss ongoing issues, concerns and recommendations.

KEY CHALLENGES AND OPPORTUNITIES

Key challenges and opportunities facing the Inspector General include:

- * Develop and oversee the approved staffing and transitional fiscal plan for the OIG, which will encompass current responsibilities of the OIR, Office of Ombudsman, and Special Counsel.
- * Reduce the dollar amount of awards/settlements that result from use of force or other Sheriff's Department activities.
- * Assist in restoring public trust in the Sheriff's Department and County government.
- * Develop protocols to maintain confidentiality and security of records and information obtained from the Sheriff's Department.
- * Cooperate with other governmental agencies which may have an interest in Sheriff's Department activities.
- * Maintain an excellent working relationship with the Sheriff and the Sheriff's Department command staff.
- * Implement the CCJV recommendations, as appropriate.

THE CANDIDATE

Education, Licenses and Experience

- * The ideal candidate will have a Juris Doctor degree, from an accredited college or university, and will be a member of the California Bar Association. However, attorneys not from California, as well as candidates with appropriate experience who are not attorneys, will also be considered.
- * Desire several years of experience in the oversight of law enforcement, as well as at least seven years of progressively responsible experience handling difficult and complex legal matters which require a high degree of initiative, skill and specialized knowledge. Prefer experience with a large jurisdiction, ideally one that has jail operations.
- * Should have a demonstrated ability to oversee law enforcement operations (e.g., use of force in jails, patrol, etc.) and related audit functions.
- * Must have or be able to obtain a valid California Class "C" Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

Management Style, Skills, Abilities and Personal Traits

The selected candidate will be expected to provide information to the Board of Supervisors in a timely and complete manner (no surprises), and be independent, objective and transparent, yet maintain client (Board)-attorney privilege. He or she should be able to prioritize issues and resources, have strong investigational skills, encourage accountability, and be outcome driven. This person should be a confident leader who "sees the big picture," is intelligent and has common sense, and is able to maintain strong media relations, including print, electronic and social media.

The Inspector General should have strong interpersonal skills, outstanding communication skills (both oral and written), and be organized, detail-oriented and flexible. He or she must be able to manage a budget and staff. Finally, this person must understand use of force issues and related risk management, be politically astute, and honest, with integrity.



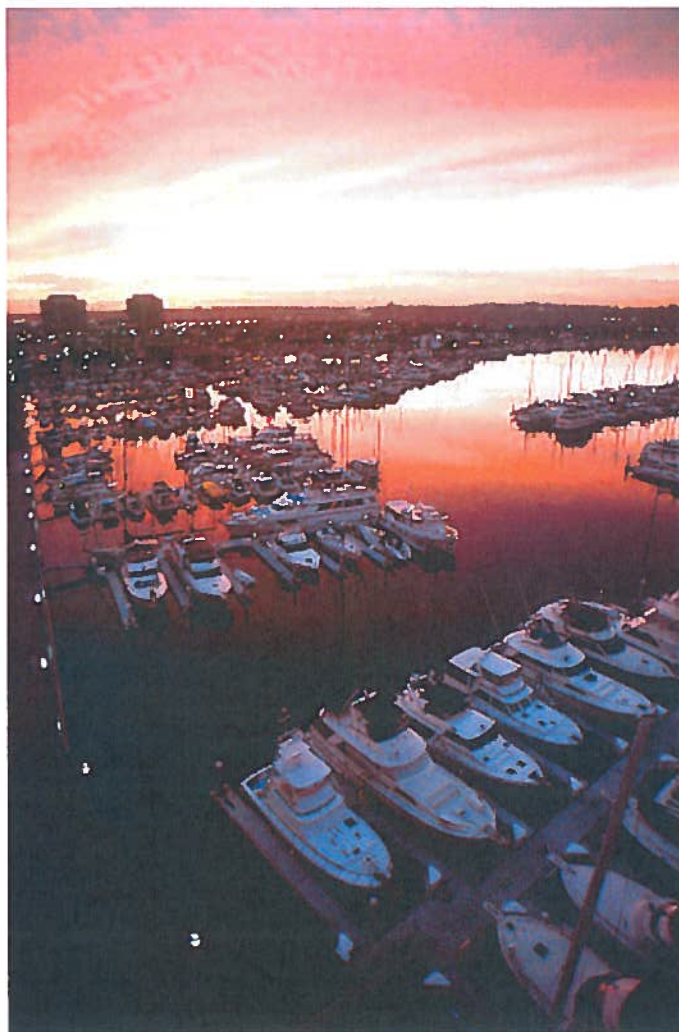
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COMPENSATION

The annualized salary range for this position is \$153,601 to \$232,488. The starting salary will depend on qualifications, salary history and career accomplishments. Specific salary placement will be based upon evaluation of a candidate's overall ability to provide exemplary leadership to the County. This position is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP), and is compensated at MAPP Range 18. In addition, Los Angeles County provides an excellent benefits package that allows employees to choose benefits that meet their specific needs, as detailed below:

* **Retirement Plan** - The successful candidate will be eligible for participation in a contributory defined benefit plan. If the candidate is a "new member" of the County's defined benefit plan (LACERA) on or after January 1, 2013, that person's pension will be limited under the Public Employees Pension Reform Act (PEPRA). For these purposes, a "new member" is someone who first becomes a member of LACERA on or after January 1, 2013 - that is, someone first employed by the County on or after December 1, 2012 - unless she or he established reciprocity with another public retirement system in which she or he was a member before January 1, 2013. Details on PEPRA will be provided on request.



* **Cafeteria Benefit Plan** - The MegaFlex Benefits Plan is a cafeteria plan through which benefits may be purchased using a tax-free County contribution of an additional 14.5% to 17% of the employee's monthly salary. Any portion of the County contribution not used to purchase benefits is paid to the employee as taxable income. Benefits available within the MegaFlex Benefits Plan include medical, dental, disability, life and AD&D insurance. (Note: Not applicable to County employees who are currently in Flex.)

* **Non-Elective Days** - Ten paid days per year with the option to buy an additional 1 to 20 elective annual leave days.

* **Flexible Spending Accounts** - Employees may contribute up to \$200 per month tax-free to a Health Care Spending Account and \$400 per month tax-free to a Dependent Care Spending Account. The County contributes \$75 per month to the Dependent Care Spending Account.

* **Savings Plan 401(k)** - Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.

* **Deferred Compensation Plan (457)** - Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.

* **Holidays** - Eleven paid days per year.

SELECTION PROCESS

The process for this recruitment is highly confidential and will be handled accordingly through its recruitment and evaluation phases. References will not be contacted until a mutual interest has been established. Only the most highly qualified candidates, as determined by an initial screening process, will be invited to participate in the selection process.

The names of the most highly qualified candidates will be submitted to the Chief Executive Officer (CEO) for consideration. The CEO will make the final hiring recommendation to the County Board of Supervisors.

HOW TO APPLY

Send resumes (email preferred) by March 25, 2013 to:

ROBERTS CONSULTING GROUP INC

PO Box 16692
Beverly Hills, CA 90209
Phone: (818) 783-7752
Fax: (818) 783-6377
Email: robertsrcg@msn.com

An Equal Opportunity/ADA Employer

Additional information about Los Angeles County can be found on their website at www.lacounty.gov.

