



Poverty and Homelessness Board

Executive Committee Meeting

July 15, 2021

12:00 p.m. – 1:30 p.m.

Join from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/951740429>

Call in by Phone: +1 (646) 749-3112 Access Code: 951-740-429

Watch live or later at <https://lanecounty.ompnetwork.org/>

AGENDA

Topic	
1. <u>Welcome and Agenda Review</u> – Kris McAlister, Chair Member Check-In (Jurisdictional Updates)	
2. <u>Consent Agenda</u> - Chair	5 minutes
▪ Approve Minutes of May 20, 2021	
▪ Approve Statement of Revenue and Expenditures	
3. <u>PHB Membership</u> - Alex Dreher.....	5 minutes
4. <u>Staffing Updates at Lane County</u> - Steve Manela.....	10 minutes
5. <u>Strategic Planning</u> – Steve Manela	20 minutes
▪ Membership	
▪ Consultant Scope of Work	
▪ Governance Structure	
6. <u>Lane County Asset Status Updates</u> – Steve Manela	10 minutes
Brooklyn Ave (formerly “Shankle Building”), River Ave, Bridges on Broadway	
7. <u>Data & Analytics Update</u> – Lisë Stuart	10 minutes
8. <u>Legislative Session Debrief</u> - Chair	10 minutes
9. <u>Public Comment</u> <i>Individuals who plan to offer comment must register and indicate they wish to give public comment in the chat box, with name and contact information</i>	
10. <u>Provider Comment</u> Providers are invited to share comments. Time permitting	
11. <u>Wrap Up/ Next Meeting</u> - Chair Summarize board decisions, assignments, next steps, planning next meeting’s agenda <i>Next Meetings: August 19 All Member; September 16 Executive Committee</i>	

The Poverty and Homeless Board (PHB) is an action oriented group of elected officials, community stakeholders, and individuals who represent low-income and homeless people’s concerns. The purpose of the PHB is to create innovative partnerships and programs that use best practices to reduce poverty and homelessness in Lane County. The PHB will work to generate resources, community and legislative support for housing and services to achieve its goals.



Scope of Work

Strategic Plan Development for the Poverty and Homelessness Board

1. About the Poverty and Homelessness Board

The Poverty and Homelessness Board was formed in 2014. It is an action-oriented group of elected officials, community stakeholders, and individuals who represent low-income and people experiencing homelessness' concerns in Lane County. The PHB serves as the administrative board for the Lane County Community Action Agency and as the oversight board for the Lane County Continuum of Care. It provides advice to the regional Human Services Commission and the Lane County Board of Commissioners with the goal of reducing and preventing poverty and homelessness in Lane County.

2. Project Overview

The Poverty and Homelessness Board (PHB), an advisory board to the Lane County Commissioners, seeks a vendor to assist in the development of their Five-Year Strategic Plan. The last PHB Strategic Plan was created in April 2016 and spanned 2016-2021. The final Strategic Plan should be a comprehensive, succinct, and visually appealing set of strategic initiatives, goals, and objectives that can be implemented through the Poverty and Homelessness Board from 2022-2026.

The Strategic Plan should:

- Explore the fundamental design of the Poverty and Homelessness Board, including the administrative requirements from the HEARTH Act, and responsibilities as a Continuum of Care Board, and Community Action Agency Board. Strategic Plan should include unbiased recommendations on the form and function of the PHB for maximum efficiency.
- Coordinate the homeless service system improvement recommendations and work of the Joint Shelter and Housing Strategic, Sarai Johnson.
- Coordinate with other relevant housing and systemic change plans in Lane County, Eugene, Springfield, and rural cities.
- Build on the successes of the 2016-2021 Strategic Plan, and identify goals not yet completed.
- Determine gaps in existing plans and strategies to identify strategic areas of focus appropriate for the Poverty and Homelessness Board.
- Continue the work of the Poverty and Homelessness Board subcommittees.



- Include strategic areas of focus, goals, and objectives that are measurable, attainable, realistic, and timely.
- Focus on long-term sustainability of the work of the PHB
- Focus on enhancing the Poverty and Homelessness Board's strategic work focused on Diversity, Equity, and Inclusion

Key Considerations:

- The Strategic Plan should not duplicate, but rather amplify existing relevant housing and poverty plans in Lane County.
- The Strategic Plan should focus on the unique role of the PHB as an advisory board to the Human Services Commission and Lane County Commissioners.
- Ensure people with lived experience and consumers of services are at the table when determining initiatives and goals.
- Analyze existing power structures that have systematically disadvantaged communities of color, and present bold remedies for these inequities.
- Strategic Plan should clarify the roles and responsibilities, as well as decision-making authority of the Poverty and Homelessness Board members and subcommittees.

Applicants should have demonstrable experience successfully developing consensus-based strategic plans, be knowledgeable in collective impact or collaborative strategic initiatives, and have strong facilitation skills. They should be able to facilitate discussions that ensure participation by all present in order to stimulate challenging thought processes, prevent tangential discussion, and move the group to consensus.

Applicants should have a general understanding of the existing relevant plans, stakeholders, and strategic initiatives to address poverty and homelessness in Lane County, including but not limited to those specified below.

Relevant Plans and Strategic Initiatives:

- [Lane County Poverty and Homelessness Board Strategic Plan \(2016-2021\)](#)
- [The Lane County Public Shelter Feasibility Study System Analysis \(aka "The TAC Report"\)](#)
- [Eugene-Springfield 2020 Consolidated Plan](#)
- [Lane County Community Needs Assessment 2019](#)
- [Youth Homelessness Needs Assessment 2019](#)

Stakeholders

- [The Poverty and Homelessness Board](#)
- [Human Services Commission](#)



- [Better Housing Together](#)
- [Housing Policy Board](#)
- [The City of Eugene's Housing Tools and Strategies Working Group](#)
- [Springfield Eugene Tenants Association](#)

3. Scope of Work and Deliverables

It is expected that the development of the Poverty and Homelessness Board Five-Year Strategic Plan will be accomplished through a combination of activities, including:

- Background research on history and current leadership team, including environmental scan of organization and opportunities ahead.
- Comparing the PHB with other similar Continuum of Care or Community Action Agency advisory bodies of similar size communities.
- Focus groups, interviews, surveys and/or any other method that will be useful in receiving PHB member input.
- Facilitated group meetings with PHB, staff, and relevant partners to create consensus regarding a strategic plan.
- Meetings will be conducted virtually to prevent the spread of COVID-19.

Consultant will compile the results of the strategic planning work sessions and produce a final publication detailing the strategic planning process and the final strategic plan in electronic and editable format. The final product should be an easy to read, concise, roadmap of goals and objectives, with measurable outcomes. Consultant will also prepare visually appealing graphic representations of the strategic plan for marketing and informational purposes to convey the plan to the general public (see the [TAC 10 Recommendations](#) for reference).

4. Proposal Format

To best evaluate the ability of the vendor to meet our goals, please include the following in your proposal:

- Examples of similarly-complex projects and a summary of strategic planning experience. Include attachments, hyperlinks, or a sample of relevant written work.
- Identify who will be involved on your project team, their role, and include their relevant experience.



- Describe your organization, its size and structure. Indicate whether your business is woman or minority-owned.
- Description of your approach to strategic planning
- Description of your approach to Diversity, Equity, and Inclusion analysis and recommendations
- Suggested project timeline with major tasks and milestones. Include your understanding of the work to be performed, estimated hours, and other pertinent information.
- Sample Project Work Plan
- Project budget by line item

5. Scoring

Proposals will be scored based on the following criteria:

Vendor Qualification (Maximum 10 points)

- Consultant has the qualifications necessary to successfully complete the scope of work
- Consultant has prior experience working on similar projects
- Consultant has prior experience working with Continuum of Care or Community Action Agency advisory boards

Written Proposal (Maximum 20 points)

- The proposal demonstrates an understanding of the project objectives and desired results
- The proposal illustrates an approach to the scope of work that will likely lead to the successful development of an actionable strategic plan that does not duplicate existing community plans.
- The proposal includes a detailed plan and rationale to recommend diversity, equity, and inclusion goals within the Strategic Plan
- The proposal illustrates the consultant's ability to successfully execute the proposed approach
- The proposal includes an appropriate process to interact with PHB members and relevant stakeholders

Work Plan (Maximum 10 points)

- The proposal adequately details project activities and milestones or deliverables associated with each stage of the scope of work
- The proposal includes a detailed timeline for each stage
- The work can be completed within the project timeline

Budget (Maximum 10 points)



- The proposal includes a detailed budget for each stage of the scope of work
- Proposed costs are reasonable

Preference Points

Preference points are individually declared and are awarded based on the individual categorical criteria. Applicants may receive preference points for all categories, some categories, or no categories for a total of twenty (20) preference points available.

Black, Indigenous, People of Color (BIPOC) Preference

The selection committee will award (10) preference points to applicants who identify as Black, Indigenous, or People of Color (BIPOC).

Lane County Resident Preference

Selection committee will award ten (10) preference points for applicants who are residents of Lane County. A “resident” is defined as someone who has a permanent residence within the county limits.

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DRAFT



LANE COUNTY
invites applications for the position of:

Homeless Services Supervisor (N4002)

SALARY:	\$65,145.60 - \$95,825.60 Annually
OPENING DATE:	06/25/21
CLOSING DATE:	Continuous
DESCRIPTION:	



About this Position

Lane County Human Services Division is seeking a Housing Program Supervisor who will serve as a dynamic team leader and team member who embodies the values of collaboration, innovation, integrity, empowerment, and data-driven results. HSD works to implement federal, state, and local policy and best practices for housing and community services; while administering and monitoring approximately 120 homelessness assistance, supportive housing, and anti-poverty services grants and subcontracts.

The Program supervisor serves as a member of the Housing Section leadership, and is responsible for overseeing the work of five professional staff who manage grants and contracts, program and project development, and building relationships with service providers to ensure all housing and homelessness services are delivered in compliance with federal, state and local guidelines.

Duties and Responsibilities

- Directly supervise Program Services Coordinators in housing and homelessness programs.
- Provide leadership, supervision, and oversee the operations of assigned unit in accordance with county policies and applicable laws, including: interviewing, hiring, onboarding, and training employees; planning, assigning, and directing work; appraising employee performance, rewarding and coaching; addressing complaints and resolving concerns.
- Supervise and support the preparation of grant proposals, program plans, negotiation of contracts, and administration of all contracts in accordance with all federal, state and county policies.
- Develop and track performance measures for all service provider contracts in collaboration with leadership.

- In tandem with other section staff, conduct regular audits, site visits, and file review for provider contract performance; recommend corrective actions for service providers to leadership.
- Review, interpret, and recommend new or amended departmental policies, practices, and procedures to ensure effective service delivery, program efficiency, and compliance with City, State, and Federal laws and regulations.
- Write, review, edit, and approve complex reports and memoranda.
- Submit reports prepared for funders and key stakeholders, and corrective action plans for subcontractors, to Housing Program Manager for review and approval.
- Assist in the development of the strategic planning process with the Division Manager and Housing Program Manager, and develop appropriate operational outcomes.
- Implement departmental priorities from the Lane County strategic plan, Poverty & Homelessness Board Strategic Plan, Technical Assistance Collaborative recommendations, Homeless Service System Transformation Plan, and other county and state plans.
- Perform other related duties as assigned.

About the Human Services Division

The Lane County Human Services Division (HSD) seeks to address poverty and homelessness by empowering individuals, families, and local organizations to respond to community-level need. Division staff and 24 community partners deliver programs and services in urban and rural Lane County, helping the most vulnerable low-income residents exit poverty and homelessness to gain and re-establish stability and self-sufficiency in their lives.

HSD administers housing, homelessness, and anti-poverty programs; in addition to contracting with nonprofits and public entities to deliver services and programs, division staff deliver services directly. HSD manages the Lane County Continuum of Care and Community Action Agency for Lane County. It is one of seven divisions in the Health and Human Services Department.

HSD is governed by the Human Services Commission, through an intergovernmental agreement between the cities of Eugene and Springfield and Lane County. Programs and services are administered with the guidance of the Poverty and Homelessness Board, an action-oriented, citizen-led advisory board who represent low-income people and unhoused people's concerns. Both groups meet monthly.

Schedule: Monday – Friday; 8:00am – 5:00pm

This is a non-represented position

QUALIFICATIONS:

Bachelor's Degree in a related field, and four years of professional experience directly related to area assigned, including lead or supervisory experience; **or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.**

- Knowledge of administrative practices and methods, including but not limited to homelessness and supportive housing program administration, planning and budgeting
- Knowledge of nonprofit and/or public sector organizational structure, staffing patterns, and administrative controls
- Knowledge of HUD homelessness assistance and other state and federal housing, homelessness, and anti-poverty programs
- Advanced computer skills; including spreadsheet development, online research, Microsoft Office suite, database management, etc.
- Superior writing and critical thinking skills
- Ability to manage multiple priorities and meet deadlines
- Ability to effectively communicate with a broad range of individuals
- Grant management and evaluation

- Ability to communicate effectively, both orally and in writing
- Ability to present recommendations clearly and concisely to diverse stakeholder groups
- Ability to establish and maintain effective working relationships with City, State, and Federal Officials, division and department managers, and community leaders
- Empathy for and experience with the barriers faced by people experiencing homelessness (and/or at risk of becoming unhoused), and addressing their needs
- Ability to maintain the confidentiality of sensitive information

Preferred Requirements:

- A Master's Degree in Human Services field, Business Administration, Public Administration, Management or related field from an accredited college or university is preferred, and/or four years of management experience with a staff team in development, anti-poverty programs, program evaluation, compliance, and/or contract administration.
- Demonstrated success leading teams through change management.
- Experience with supervision and coordination of homeless assistance programs preferred. Project Management experience preferred. Technical knowledge of grants management for HUD Continuum of Care, Emergency Solutions Grant and other state and federal homeless grants preferred.

Notes:

This position is subject to a full criminal offender information record check. If fingerprinting is required, the fee is paid for by the successful candidate and the expense is non-reimbursable.

Offers of employment are contingent upon consenting to and successfully passing a drug screening test; negative results are reimbursable.

CLASSIFICATION DETAILS:

[Professional/Technical Supervisor Classification Details](#)

SUPPLEMENTAL INFORMATION:

Equal Employment Opportunity

Lane County is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Amendment Act and would like to request an accommodation, you may request an accommodation during the online application process, or request an accommodation by contacting the Department of Human Resources prior to the recruitment close date at 541-682-3124.

Trauma Informed Care Statement

Lane County Health & Human Services is committed to providing Trauma Informed Care. As an organization, we recognize that many of the people we serve have experienced trauma, either currently, recently or in their past. Our agency is dedicated to incorporating an understanding of trauma, both with our clients and with each other. Our employees receive ongoing training to develop or deepen their understanding of trauma and its impacts.

Strategic Plan

In alignment with Lane County's Strategic Plan, incumbent(s) will be expected to demonstrate the following core behaviors: Passion to Serve, Driven to Connect, and Focused on Solutions.

The [2018-2021 Strategic Plan](#) focuses on the areas that Lane County will pursue as a way to

deliver on our vision for the residents of Lane County. To meet these challenges, we know that the basis of our efforts lies in leveraging our people and partnerships to achieve our Strategic Priorities. We also recognize that the quality and commitment of our staff is essential to a shared future where Lane County is the best place in which to live, work, and play.

Tobacco Free Campus Policy

The Board of County Commissioners wants to help Lane County be the healthiest county in the state. Effective October 1, 2018, any tobacco use, including vaping devices, will not be allowed inside or on the grounds of properties owned or occupied by Lane County including: All outdoor areas, parking lots, County vehicles, and personal vehicles while on County property.

Homeless Services Supervisor (N4002) Supplemental Questionnaire

- * 1. Describe your experience supervising employees engaged in providing or managing services to individuals and/or families experiencing homelessness, in supportive housing, or low-income. Please include the number employees you supervised and their roles. If you do not have any experience in this in this field, please write none.

- * 2. Describe your experience in the areas of budget development and analysis, program planning, grants management, grant development/preparation and or coordination of non-profit homeless service programs. If you do not have any experience in any of these fields, please write none.

- * 3. Describe your experience with facilitating improvements and innovations in a complex system. If applicable, describe how you were involved in initiatives that led to systems improvements in areas of service and housing delivery to households experiencing homelessness. Be specific about your role, involvement, and the results. If you do not have any experience in this field, please write none.

- * 4. Describe your knowledge of and experience with current resources available for individuals unstably housed, experiencing homelessness, or in need of supportive housing. If you do not have any knowledge or experience in this field, please write none.

- * 5. Describe how you incorporate diversity, equity and inclusion in your work environment, planning, and service system delivery. If you do not have knowledge or experience in these areas, please write none.

* Required Question



LANE COUNTY
invites applications for the position of:

Housing Program Manager (N3001)

SALARY: \$76,752.00 - \$112,840.00 Annually

OPENING DATE: 07/02/21

CLOSING DATE: Continuous

DESCRIPTION:



About the Position

The Housing Program Manager will facilitate the alignment and integration of homelessness and anti-poverty initiatives, policies, programs, services, and funding. A successful employee will strategically lead the planning, development, and implementation of housing program initiatives and related goals in HSD, and facilitate periodic strategic planning (inter-agency and community-led) around housing and homelessness in Lane County. Most services, projects, and programs overseen by this position are delivered in communities through subcontracts with public and private non-profit agencies. The Housing Program Manager will have ownership of the contracting process, assisting Program Service Coordinators and administrative staff with effective setup and monitoring of projects, programs, and services in communities. This position serves as a liaison between the County, local jurisdictions, funders, and various public and private agencies. It requires design and implementation for complex projects, capable decision-making under pressure, systems thinking, and effective leadership.

The Housing Program Manager is also responsible for implementing and overseeing the activities of the Lane County Poverty and Homeless Board (PHB) - the oversight board for the Continuum of Care and Community Action Agency - and all individual committees appointed by the board. The PHB provides leadership and insight while continuously participating in development, planning, implementation, and evaluation of services and programs that serve low-income people. Requires frequent and sometimes intense communication with colleagues, county staff in different areas, external partners, and other key stakeholders, including community members and participating representatives of the county-wide housing and homelessness systems. Reports to the Human Services Division Manager; supervises the Section Supervisors who supervise professional and direct service staff.

Duties and Responsibilities:

- Coordinate and administer Lane County anti-poverty funds, homelessness services and

programs, and supportive housing initiatives.

- Directly supervise Program Supervisors.
- Manage Continuum of Care Board and committees (Poverty and Homelessness Board), including the administration and coordination of meetings for staff, members, and guests.
- Review and guide all PHB committee-proposed initiatives, projects and outreach efforts; provide strategic support and alignment across committees.
- Act as a staff liaison for various government entities and nonprofits.
- Coordinate grant proposal development and preparation for homelessness and supportive housing programs.
- Oversee funding management and contracting with service providers.
- Oversee and direct the external communications of housing programs.
- Facilitate collaboration for improvements and innovations in service and supportive housing delivery to individuals and families experiencing homelessness; assist with the planning and development of solutions and resources for providers and to address complex issues.
- Identify gaps in services and housing for those experiencing poverty and homelessness through continuous assessment of community-level needs.
- Secure a triennial community needs assessment process to gather and document needs comprehensively for low-income individuals and families in Lane County.
- Develop and guide the implementation of five-year strategic plans for HSD and the PHB leading the planning process with staff, boards, and external stakeholders.
- Serve as a policy expert for homelessness, housing, and supportive service planning.
- Assist with monitoring and performance management reports for # current programs and projects using federal, state, and local funds received and distributed by HSD.
- Assist the HSD Management Team and Lane County Executives, addressing issues which come before the teams related to individuals and families experiencing homelessness or at risk of becoming unhoused.
- Assign staff on an emergency response team in order to ensure unhoused peoples' needs are addressed during emergencies.
- Attend meetings/conferences, forums, and public meetings; participate fully and represent Lane County effectively and positively.
- Research and implement regional and national best practices for anti-poverty organizations and Continuum of Care management and operations.

Knowledge, Skills, Abilities:

- Ethical and equitable leadership practices - commitment to promoting a healthy workplace culture and inclusive team environment;
- Must be able to exercise a high degree of independent judgement;
- Strong work ethic and ability to work independently;
- Strong verbal and written communication skills, ensuring that correspondence, proposals, plans, and reports are written in a professional manner;
- Work collaboratively using a strengths-based approach with diverse stakeholders - advisory board members, committee members, colleagues, partnering organizations, and regional and national representatives;
- Ability to prioritize a heavy and quickly evolving workload;
- Ability to negotiate and manage contracts;
- Knowledge of available community and social service programs in urban and rural areas, and how to access them;
- Knowledge of community based housing program and service options for individuals experiencing homelessness;
- Works well under pressure to meet multiple, competing deadlines; exercises patience in coordinating teams, information, and projects;
- Demonstrates professional behavior with colleagues and supervisors, even under stress;
- Able to receive constructive criticism and comprehensive feedback from colleagues, partners, and the public, and to respond professionally and appropriately for the situation.

About the Division

The Lane County Human Services Division (HSD) seeks to address poverty and homelessness by empowering individuals, families, and local organizations to respond to community-level needs. Division staff and 24 community partners deliver programs and services in urban and rural Lane County, helping the most vulnerable low-income residents exit poverty and homelessness to gain and re-establish stability and self-sufficiency in their lives.

HSD administers housing, homelessness, and anti-poverty programs in addition to contracting with nonprofits and public entities to deliver services and programs, and division staff deliver services directly. HSD manages the Lane County Continuum of Care and Community Action Agency for Lane County. It is one of seven divisions in the Health and Human Services Department. HSD is governed by the Human Services Commission, through an intergovernmental agreement between the cities of Eugene and Springfield and Lane County. Programs and services are administered with the guidance of the Poverty and Homelessness Board, an action-oriented, citizen-led advisory board who represent low-income and unhoused people's concerns. Both groups meet monthly.

Schedule: Monday - Friday; 8:00am - 5:00p,

This is a non-represented position

QUALIFICATIONS:

Training and Experience:

Bachelor's Degree in related field and five years of progressively responsible experience related to area assigned, including supervisory experience; **or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.**

Relevant Experience:

- Working with federal, state and local government procedures and requirements.
- Developing complex plans, reports, and/or state and federal grant proposals.
- Managing a large diverse workforce of people from different cultures, with diverse backgrounds, experiences, ideas, and opinions.
- Improving the effectiveness of programs, initiatives, and related outcomes.
- Empathy for, and experience with, the barriers faced by people experiencing homelessness (and/or at risk of becoming unhoused), and addressing their needs.

Preferred Qualifications:

Master's Degree in Public Administration, Business Administration, Social Work or other relevant fields preferred.

Licensing Requirements:

Oregon Driver's License; Professional licensure or certification related to the area assigned.

Special Requirements:

One of the essential functions of this position is to travel within Lane County (occasionally outside of Lane County) to completed scheduled meetings.

Notes:

This position is subject to a full criminal offender information record check. If fingerprinting is required, the fee is paid for by the successful candidate and the expense is non-reimbursable.

Offers of employment are contingent upon consenting to and successfully passing a drug screening test; negative results are reimbursable.

CLASSIFICATION DETAILS:

[Program Manager Classification Details](#)

SUPPLEMENTAL INFORMATION:

Equal Employment Opportunity

Lane County is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Amendment Act and would like to request an accommodation, you may request an accommodation during the online application process, or request an accommodation by contacting the Department of Human Resources prior to the recruitment close date at 541-682-3124.

Trauma Informed Care Statement

Lane County Health & Human Services is committed to providing Trauma Informed Care. As an organization, we recognize that many of the people we serve have experienced trauma, either currently, recently or in their past. Our agency is dedicated to incorporating an understanding of trauma, both with our clients and with each other. Our employees receive ongoing training to develop or deepen their understanding of trauma and its impacts.

Veterans' Preference

Under Oregon law, armed forces veterans may be eligible for preference in employment or promotion, if you think you qualify please submit a copy of your DD214 or 215 (long form / Member Copy-4) that reflects your honorable separation status, and if disabled, a public employment preference letter from the U.S. Department of Veterans Affairs. These documents must be electronically attached to your online job application, at the time of submittal, to receive preference. If we do not receive the necessary information as described, we will NOT be able to grant you veteran points/preference you request.

Tobacco Free Campus Policy

The Board of County Commissioners wants to help Lane County be the healthiest county in the state. Effective October 1, 2018, any tobacco use, including vaping devices, will not be allowed inside or on the grounds of properties owned or occupied by Lane County including: All outdoor areas, parking lots, County vehicles, and personal vehicles while on County property.

Strategic Plan

In alignment with Lane County's Strategic Plan, incumbent(s) will be expected to demonstrate the following core behaviors: Passion to Serve, Driven to Connect, and Focused on Solutions.

The [2018-2021 Strategic Plan](#) focuses on the areas that Lane County will pursue as a way to deliver on our vision for the residents of Lane County. To meet these challenges, we know that the basis of our efforts lies in leveraging our people and partnerships to achieve our Strategic Priorities. We also recognize that the quality and commitment of our staff is essential to a shared future where Lane County is the best place in which to live, work, and play.

Housing Program Manager (N3001) Supplemental Questionnaire

- * 1. Summarize your experience related to housing and homeless and/or Continuum of Care program management including your supervision of professional staff supervisors.

- * 2. Summarize your experience related to housing and homeless program budget development and management including a description of your knowledge and experience with Federal, State and local homeless and housing finance sources and regulations.

- * 3. Describe in sufficient detail your professional program management and grants management experience involving local, state, federal or private foundation grant funds.

- * 4. Describe programs and projects related to homelessness and/or housing that you planned and coordinated from start to finish. Provide the name of the employer, your title, and specific duties related to the programs and projects.

- * 5. Describe your experience staffing advisory boards and/or commission with diverse community representation.

- * Required Question