

INFORMATION FOR COUNTY ADMINISTRATOR RECRUITMENT BROCHURE

(selected portions also to be used for a flyer, in advertising, and the supplemental questionnaire)

The Region

The County stretches from the rugged Oregon coast to the majestic Cascade Mountain range, and encompasses over 4,600 square miles and twelve incorporated cities. The County seat is in Eugene, Oregon, which is a thriving city of approximately 148,000 population. Due to our location in the lush Willamette Valley, our city boasts many beautiful parks, and biking and jogging trails. It is a great place to raise a family!

If you enjoy the out of doors there is a lot to do, with several beautiful lakes nearby, camping, snow skiing in the mountains an hour to the east, rafting and fishing in the beautiful Willamette and McKenzie Rivers. The average temperature in January is 40 degrees, and in July 70 degrees. And, if you enjoy the ocean, an hour's drive from Eugene and you can watch the sunset or stroll on the beach.

Adjacent to the eastern border of Eugene is the City of Springfield, with a population of approximately 58,000. Many new industries have located in the Eugene-Springfield area, such as; Monaco Coach, Hynix Semiconductor, PSC Scanning, and Symantec. The forest products industry has always been a strong and vital part of our community, and remains so today. In fact, Weyerhaeuser is number one of the top 10 Lane County manufacturers.

The Eugene and Springfield metro area offers rich cultural assets including the Dorris Ranch Living History Farm, Lane County Pioneer Museum, and the Springfield Railroad Depot. We are also fortunate to have the Hult Center for the Performing Arts in Eugene. It is a world class facility featuring plays, music festivals, and other great entertainment. For the sports enthusiasm there are PAC-10 sports through the University of Oregon to enjoy, as well as many golf courses, and other sports activities and teams in the area. There are also many fun and interesting festivals in the area each year, and in Eugene each summer there is the Lane County fair to enjoy.

One of the best parts of living in this community is the short commute times. In fact, it is possible to live in many of the beautiful rural settings in the area, and still commute between work and home in less than a half-hour. When you live in Eugene the commute times are even less, and Lane Transit offers extensive bus service in the area.

In our community educational excellence is available at all levels. There is the Eugene Bible College, Pioneer Pacific College, and also the University of Oregon (over 20,000 population) highly ranked nationally for many of its departments and professional schools. Lane Community College (2 year institution) enrolls over 41,000 students each year, and has been continually ranked among the top five community colleges in the

nation. Northwest Christian College offers 4 year bachelor degrees, as well as a Masters in School/Consulting and a degree completion program for adults. Our community offers many traditional and non-traditional public education options for children, including three foreign language schools and two international high-schools. There are also many private schools, including denominational and special education schools available.

Housing in the Eugene and Springfield area is plentiful and varied. New home construction is going strong. There are areas of historical homes, mature neighborhoods, rural settings, and new neighborhoods to choose from. There has also been a great deal of apartment construction in recent years, offering many choices for location and styles of rental housing.

In national studies of cities of comparable size Eugene ranks high for health care delivery excellence. There are two hospitals nearby. There are also many quality medical clinics in the area also offering a range of services.

County Government

Lane County was established on January 28, 1851, and was named in honor of the first territorial governor, Joseph Lane. One of the first early settlers who came here by way of the Oregon Trail to Eugene was Eugene Skinner. Both Skinner's Butte in downtown Eugene, as well as the city itself was named for this early pioneer. The county's first district court met under a large oak tree until a clerk's office could be built in 1852. A few years later, the first courthouse opened in what is now downtown Eugene. More than 340,000 people rely on programs and services partially funded by state government and delivered through Lane County's 14 departments. These 14 departments are grouped into three categories: Public Safety, Public Services, and Support Services. Lane County employs roughly 1,500 regular employees in a variety of occupations.

Our mission is to effectively provide essential government services for all Lane County citizens, and we recognize diversity as a critical component of providing quality service to a changing community. Lane County Government has 11 officials elected by the public. This includes the Sheriff, District Attorney, County Assessor, three Justice Court judges, and five County Commissioners (one from each Lane County District). The Board of County Commissioners legislates and administers county government within the limits of its authority granted in the Lane County Home Rule Charter. The charter grants legislative and administrative power to the full-time, paid five-person board. Individually, board members may seek to address the needs of constituents and carry out special assignments as the full board may direct. This program includes performance auditing, which provides the board with independent management audits of selected programs within Lane County government.

Current Issues

Lane County continues to grow in population and need. There is much demand for service and Lane County Government must provide for nearly 340,000 residents with

only 9 cents out of every tax dollar going to support the work our dedicated employees do each day.

Throughout the year, County leaders have worked tirelessly for the reauthorization of Secure Rural Schools – an agreement with the federal government that replaces timber revenue from lands that are excluded from our tax base, and which supports a third of our General Fund and half of our Road Fund. This funding is critical to our school, roads, and public safety. To date we have received a one-year extension, and we continue to lobby on behalf of Lane County for long term reauthorization. This past May a Public Safety Income Tax measure was placed on the ballot and was defeated by the voters. We must continue to work, with the help of other jurisdictions and the community, to find a stable source of revenue that will enable us to keep the public safe, rehabilitate adult and juvenile criminal offenders, and stem the tide of domestic violence.

Finding solutions to our resource shortfalls is imperative, as is reaching out and raising public awareness of County programs and services. In early 2006, the Working For You outreach effort was launched, and polling shows more people are aware of what Lane County does for them. Lane County and its community partners continue to address the various health care needs of our vulnerable and low-income residents, including working to develop ways to increasingly utilize the federally qualified Community Health Centers of Lane County. There is a great demand for quality health care in our community.

Lane County Government is no stranger to fiscal constraints. Lane County's detailed financial practices have earned it the national Certificate of Achievement for Excellence in Financial Reporting award for the past several years. Lane County has also received the Distinguished Budget Presentation Award. A recently completed financial audit was clean, and determined there were no findings or reportable conditions for Lane County to improve upon.

Despite the fiscal challenges that threaten to change the scope of services Lane County Government is able to provide, we remain steadfast in our commitment to this community. The services Lane County employees provide each day make a significant difference in the community.

Department and Position Overview

The County Administrator recruitment results from the retirement of an incumbent who has served 30 years in public service with Lane County, the last _____ years in the County Administrator position. Fortunately, the retiring County Administrator will continue in an interim role to help ensure a smooth transition.

The Office of County Administration serves as the focal point for implementing County-wide policy approved by the Board of County Commissioners. This is done through the County Administrator, who reports directly to the Board of County Commissioners. Preparing the annual Budget, monitoring budget performance and

maintaining the County's long-range financial plan for the discretionary General Fund are also critical responsibilities. The department provides direction to all appointed administrative departments, coordinates with elected department heads and also serves as liaison to interagency associations, local municipalities, and the state and federal governments. Other operating units in the department include the Budget and Planning Group, the Economic & Rural Development Coordinators, Government & Legislative Affairs and the Public Information Office.

Candidate Profile

The new County Administrator will be an energetic and experienced leader with a track record of proven success working collaboratively with community groups as well as other governmental entities. The person selected will have exceptional interpersonal skills and the ability to build trust with diverse individuals and groups. He/she has strong public relation skills and is able to improve the image of local government in the community. The successful candidate understands and values the importance of County employees, and is able to communicate with employees at all levels. He/she models credibility, and works to develop relationships built on trust and respect both within and outside of the organization.

The ideal candidate possesses the skill to identify patterns in actions by the Board of Commissioners in order to determine common-denominator interests. The new County Administrator should be a proven leader that can successfully plan for and has the knowledge to understand and anticipate future issues and impacts. He/she has the skill to identify common ground in order to develop win/win solutions so the barriers to forward progress are removed. This collaborative leader is grounded but still able to see the "big picture", highly skilled in coping with ambiguity, and willing to work with a wide variety of personalities and perspectives in a highly political environment.

Essential to the role, is the skill to be a strong visionary who encourages creativity and team involvement in the decision making process. He/she must develop a strong relationship with the management team and act as a partner in developing solutions to meet the needs of the County. The new County Administrator will motivate others toward high-quality achievement and fulfillment of strategic plans, and will have the strength to address difficult issues and stand by his/her decisions even if they may not be popular.

The ideal candidate will have the skill to make wise choices in terms of emerging issues and rapid change, and to see the organization as a complex system of interacting variables that must be considered when planning for the future.

Education and Experience

Equivalent to a Master's degree from an accredited college or university with major course work in a public or business administration or a related field. Six years of increasingly responsible experience in public administration or management. An

equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Compensation and Benefits

- _____/annually
- Oregon Public Employees Retirement System (PERS)
- Choice of two fully paid medical plans; both provide coverage for employee and family.
- Dental and vision insurance fully paid by County for employee and family.
- Group term-life insurance, in an amount equal to salary.
- Long-term disability insurance premium totally County paid.
- Time management to be used for vacation and sick leave
- Nine paid holidays
- Deferred compensation
- Cell phone stipend
- Automobile allowance

ETC.... VERIFY ALL

How to Apply

Position opens _____ and closes _____. For more information as well as the required application and supplemental questionnaire contact:

Lane County Human Resources
125 East 8th Avenue
Eugene, Oregon 97401
(541) 682-3665

Or, you can go to our website for information and to apply at <http://www.lanecounty.org/jobs>.
Or for questions regarding the position contact:

Jan Wilbur, Personnel Services Manager
(541) 682-2367

