

The seal of San Joaquin County, California, is a circular emblem. It features a central figure of a woman holding a scale of justice, with a plow and a sheaf of wheat on either side. The words "SAN JOAQUIN COUNTY" are written around the top inner edge, and "CALIFORNIA" is written around the bottom inner edge. The seal is rendered in a light green color.

San Joaquin County Employment Opportunity **Diversity, Equity & Inclusion Manager** Human Resources

About the position

Are you driven by the mission of fostering a culture defined by diversity, equity, and inclusion (DEI). Do you thrive on creating an environment where every individual feels not just included, but valued and empowered to contribute their unique perspectives. We're currently seeking an experienced HR Manager of Diversity, Equity, and Inclusion to spearhead our efforts in championing diversity, promoting equity, and cultivating an inclusive workplace culture. In this role, you'll be driving initiatives aimed at attracting, retaining, and nurturing a diverse workforce, ensuring that every member of our team has equal opportunities for growth and success. Additionally, you will oversee our Equal Employment Opportunity (EEO) program, ensuring that all complaints and investigations are handled with urgency, professionalism, and integrity. You will also lead and manage the Equal Employment Opportunity Advisory Committee (EEOAC).

About the department

Human Resources is a division of the County Administrator's Office and provides centralized HR and labor relations services for all County departments. Services include: Employment Services to include recruitment, retention, exam development, and performance management, DEI/EEO program, Staff development & wellness, administration of County health, dental, and voluntary benefit programs, safety, risk and leave management. The division also negotiates labor contracts, processes complaints and grievances, participates in labor management meetings, and provides support for the Civil Service Commission, Equal Employment Opportunity Advisory Committee and Deferred compensation.

The Ideal Candidate

Our ideal candidate for the DEI Manager is an innovative leader with a strong commitment to advancing diversity, equity, and inclusion (DEI) initiatives. They have a proven track record of implementing transformative strategies within large organizations and an expertise in advancing DEI principles. Their exceptional communication and collaboration skills enable them to build strong relationships with stakeholders from diverse backgrounds. They align DEI goals with broader county objectives, addressing systemic barriers and promoting a culture of belonging. This individual will be dedicated to creating a county where diversity is celebrated, equity is achieved, and inclusion is embraced by all. Additionally, as the DEI Manager, they take on the responsibility of overseeing the Equal Employment Opportunity (EEO) program, ensuring complaints and investigations are handled with the utmost integrity and urgency. In essence, they are the catalysts for creating an environment where diversity thrives, equity is upheld, and inclusion occurs.

Recruitment Announcement
0524-RB5110-SR
Equal Opportunity Employer

Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton, California 95202
Phone: (209) 468-3370

SAN JOAQUIN
— COUNTY —
Greatness grows here.

Make San Joaquin County your new home!

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

Arts, Culture, and Recreation

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

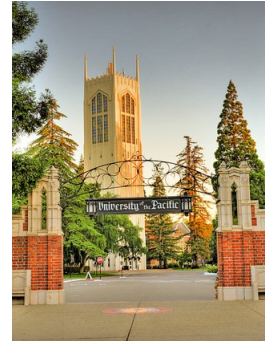
San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Mickey Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



Education

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 17 school districts provide families with a wide choice for children's educational development.



Agriculture

The county is one of the most agriculturally rich regions in California. Grapes are the leading commodity, with 98,000 bearing acres, much of that in wine grapes. Over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Almonds, walnuts, tomatoes and cherries round out the top crops, with an abundance of other produce. Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

Housing

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes. San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

SAN JOAQUIN
— COUNTY —

Greatness grows here.

San Joaquin County Employment Opportunity

Diversity, Equity & Inclusion Manager Human Resources

Primary Responsibilities

- **Developing and Implementing DEI Strategies:** Creating and executing strategic plans and initiatives to promote diversity, equity, and inclusion across all aspects of the organization, including hiring, retention, promotion, and workplace culture.
- **Training and Education:** Designing and facilitating training programs and workshops to raise awareness and educate employees on topics related to diversity, equity, and inclusion. This may include unconscious bias training, cultural competence workshops, and inclusive leadership development.
- **Policy Development and Compliance:** Reviewing, revising, and developing HR policies and procedures to ensure they are inclusive and aligned with DEI principles. Ensuring compliance with relevant laws, regulations, and best practices related to diversity and inclusion.
- **Data Analysis and Reporting:** Collecting, analyzing, and reporting data on diversity metrics, such as workforce demographics, hiring trends, and employee engagement surveys. Using data to identify areas for improvement and measure the effectiveness of DEI initiatives.
- **Community Engagement:** Building relationships with external organizations and community groups to enhance diversity and inclusion efforts. Participating in community events and initiatives that align with the organization's DEI goals.
- **Leadership and Advocacy:** Serving as a visible and vocal advocate for diversity, equity, and inclusion within the organization. Collaborating with senior leadership to integrate DEI principles into strategic planning and decision-making processes.

Primary Responsibilities continued:

- **Recruitment and Hiring:** Partnering with HR Employment Services and hiring managers to implement strategies for attracting and recruiting a diverse talent pool. Implementing inclusive recruitment practices to reduce bias and increase diversity in candidate pools.
- **Investigation and Resolution:** Investigate complaints of discrimination, harassment, and retaliation filed by employees. Conduct thorough and impartial investigations, document findings, and recommend appropriate actions to resolve issues and prevent recurrence.

Minimum Qualifications

Education: Graduation from an accredited four-year college or university, preferably with a major in public or business administration, social science, industrial psychology, or a closely-related field.

Experience: Five years of increasingly responsible full-time professional **public** human resources experience in a Diversity, Equity & Inclusion (DEI) program or a closely-related field.

Substitution: Qualifying experience may be substituted for the required education on a year-for-year basis.

AND

License: Possession of a valid California driver's license.



SAN JOAQUIN
— COUNTY —

Greatness grows here.

San Joaquin County Employment Opportunity

HR Diversity, Equity & Inclusion Manager Human Resources

Compensation and Benefits

Approximate Annual Base Salary:

***\$115,501- \$140,393**

(*salary includes 10% confidential supplement)

Cost of Living Adjustments (COLAs)

- Effective July 1, 2024—4% COLA

- Effective July 14, 2025—3% COLA

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- Members of the Confidential Unit receive a supplement of 10% on top of base salary
- A 1% employer contribution to the County's 457 Deferred Compensation Plan
- Vacation cash-out up to eight (8) days annually
- 1937 Retirement Act plan with reciprocity with CALPERS.
- 125 Flex Spending Benefits Plan
- 12 days sick leave annually with unlimited accumulation.
- 10 days of vacation leave (15 days after 3 years, 20 days after 10 years, and 23 days after 20 years)
- 14 paid holidays per year
- 80 hours of Administrative Leave annually (pro-rated)

Recruitment Incentives * (new to county employees may qualify)

- **Vacation Accrual Rate:** San Joaquin County vacation accrual rate consistent with the candidate's total years of public service.
- **Sick Leave:** Candidates leaving other employment may receive credit for actual non-reimbursable sick leave hours (up to 160 hours).
- **New Hire Retention Bonus:** \$2,000 upon completion of first year equivalent employment (2,080 hours); \$1,000 at 6,240 hours; \$3,000 at 12,480 hours.

Application and Selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. If a formal exam process is utilized, qualified applicants will be invited to participate in an oral or written examination interview which may include a practical exercise. The top-scoring candidates will be referred to the department for a hiring interview. To apply, submit a completed application and supplemental questionnaire on or before the **final filing date 6/28/24.**

This Civil Service position is unrepresented. Final appointment will be conditional upon passing a pre-employment Background check.

Potential cashable compensation	Step 1	Step 5
Annual Salary	\$105,001	\$127,630
Confidential supplement 10%	\$10,500	\$12,763
1% Deferred Comp	\$1050	\$1276
Vacation Cash-out (8 days)	\$3,230	\$3,927
Total	\$119,781	\$144,446



SAN JOAQUIN
— COUNTY —

Greatness grows here.