



ASSISTANT CHIEF INFORMATION OFFICER

Total compensation package, including benefits, up to \$334,615 annually



THE OPPORTUNITY

The Assistant Chief Information Officer (ACIO) will report directly to the Chief Information Officer (CIO) and oversee the Office of the CIO, which encompasses the Business Relationship Management, IT Project Management Office, and the Finance and Administration Office of the Innovation Technology Department (ITD). The ACIO will also assist the CIO in administering the operations of ITD and play a critical role in supporting the CIO's countywide strategic direction, organizational models, and priority setting.

Key responsibilities include but are not limited to the following:

- Direct and confer with management and supervisory staff on operational and personnel matters; resolve personnel problems.
- Participate in the development and maintenance of a countywide IT plan that embodies the IT organizational model set forth by the CIO; develop and maintain long- and short-term plans for ITD; establish operating goals and objectives and assess program effectiveness.
- Evaluate operational problems; direct changes to administrative policies as necessary.
- Direct the development and maintenance of the annual operating budget for assigned units; present and justify budget requests to the CIO and the Board of Supervisors (BOS).
- Review workload and quality indicators and direct the development of operational standards. Stay abreast of changing technologies and innovations; serve as technical advisor; review large projects, identifying sensitive matters and directing appropriate action.
- Represent the department at a variety of meetings and promote the County's IT program; maintain effective relationships with clients to understand and meet their IT needs.
- Interpret policies, objectives, and procedures to staff and user departments.
- Present to the BOS on staffing, organizational, and operational changes and plans.

The Ideal Candidate: The ideal candidate for ACIO will possess a unique blend of technical expertise, strategic vision, and leadership qualities to effectively manage and advance our County's IT capabilities in alignment with its broader goals and objectives. Key characteristics include strong leadership abilities to inspire and guide teams, manage projects effectively, and foster a culture of innovation and collaboration; a deep understanding of current and emerging technologies with the adaptability to embrace and champion innovation; a solid grasp of financial management, budgeting, and resource allocation; outstanding communication skills and ability to influence decision-making processes; possess a strategic mindset to anticipate challenges, foresee future IT trends and spearhead solutions. The ACIO is an Unclassified position; it serves at the pleasure of the appointing authority.

QUALIFICATIONS

The **highly qualified** candidate will possess a combination of education and experience that includes a **bachelor's degree** in a relevant field and **four years** of current high level management experience in a large IT environment which includes comprehensive experience in the following areas: policy development and implementation; business/strategic planning; personnel/staff management; evaluating and implementing technology solutions; budget preparation and analysis.

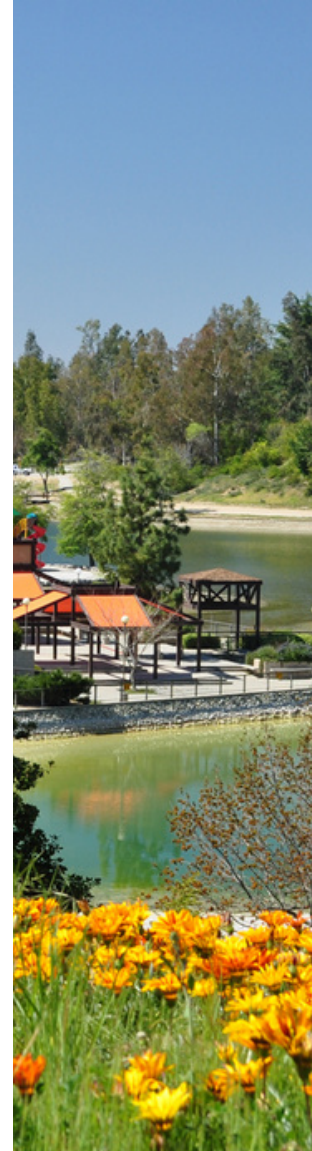
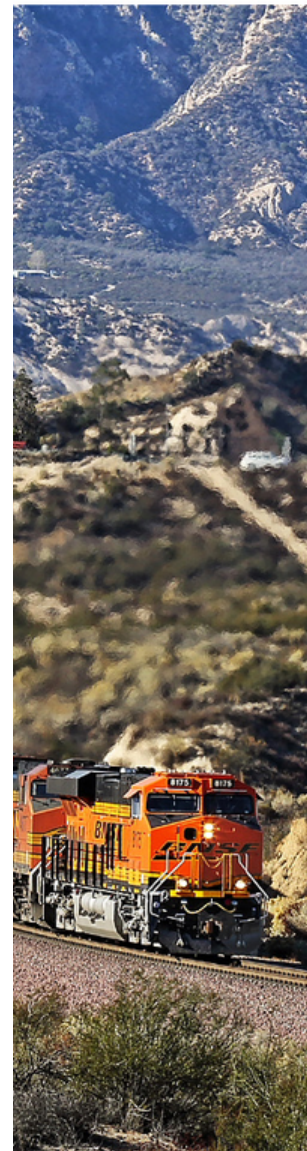
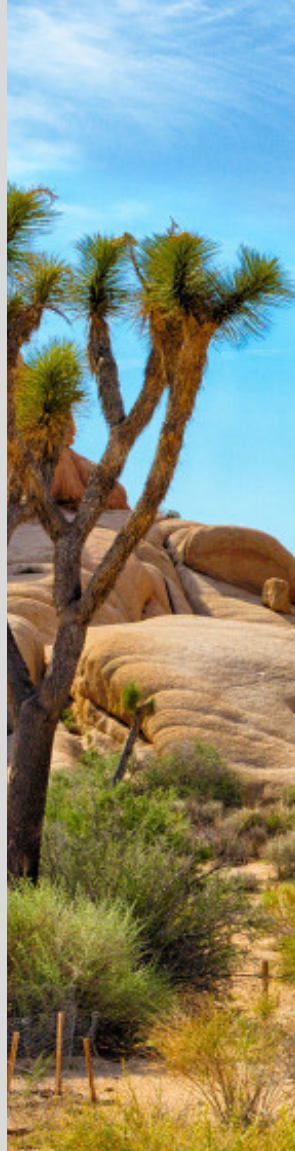
Candidate possessing an equivalent combination of relevant education and experience will be considered.

THE COUNTY

SAN BERNARDINO COUNTY, THE LARGEST COUNTY in the contiguous United States by area, has 20,000+ full time employees and manages an annual budget of approximately \$8.6 billion. It is comprised of 42 departments and agencies, which are staffed by dedicated public service professionals who provide a wide range of vital services. The County's organizational culture is defined by four pillars: value, innovation, service, and vision.

The County is governed by a full time, five-member Board of Supervisors, who, working through our Chief Executive Officer, Luther Snoke, the County Administrative Office, and a workforce of dedicated public service employees, are committed to sustaining a vision of a "complete county that capitalizes on the diversity of its people, its geography, and its economy to create a broad range of choices for its residents in how they live, work, and play."

Main Webpage: [County Website](#)
County Budget: [County Budget](#)
County Vision: [County Vision](#)
Department Webpage: [Website](#)



THE DEPARTMENT

The Innovation and Technology Department (ITD) is San Bernardino County's primary technology service provider entrusted with managing and safeguarding the County's enterprise mission-critical systems and infrastructure. ITD delivers comprehensive technology services and support to County departments, including Public Safety Radio, Telecommunications, Data Center Operations, Network Infrastructure, Cloud-based Solutions, Cybersecurity, Business Solution Services, End User Support Assistance, IT Project Management, and Geographic Information Systems.

COMPENSATION & BENEFITS

San Bernardino County offers a generous compensation package which includes a competitive salary within the designated exempt unit 92C salary range and excellent benefits options. This is an unclassified position and serves at the pleasure of the appointing authority.

Base Salary up to \$258,752 annually

The County also offers an alternative **Modified Benefit Option (MBO)**, that provides a wage differential of 4% above the base salary rate with a complementing modified leaves package and benefits.

Leaves



- 15 paid holidays (Includes one paid floating holiday with Traditional Benefits Package)
- 80 hours of administrative leave with cash out option
- Traditional Leaves Package with up to 160 hours of vacation accruals annually (based on service hours) with cash out option and paid sick leave with unlimited accrual
- Modified Benefits Package with up to 200 hours of Paid Time Off (PTO) accruals annually (based on service hours) with annual cash out option for up to 160 hours

Retirement



- County pension (www.sbcera.org) vested after five years of service
- Retirement Reciprocity with CalPERS, CalSTRS, and 1937 ACT plans
- 401(k) Defined Contribution Plan with 2 for 1 match, up to 8% of the base salary
- 457(b) Deferred Compensation Plan with County contribution 1/2 times employee contribution, up to .5%
- Retirement Medical Trust (RMT) with County Contribution (based on service hours)

Health



- Medical and Dental Insurance for the employee and eligible family members with premium subsidies
- County paid Vision Insurance for the employee and eligible family members
- FSA pre-tax account for qualified health care expenses with up to \$40 County match per pay period

Other Benefits

- Tuition Loan Repayment up to \$10,000 for eligible loans
- County paid basic life insurance with voluntary supplemental life insurance options including accidental death and dismemberment
- County paid short-term and long-term disability benefits

[For more benefits information, please click HERE](#)

How to Apply

To be considered, please submit a cover letter, comprehensive resume and three references. These may be submitted via online application at www.sbcounty.gov/jobs - OR - by email to ExecRecruit@hr.sbcounty.gov.

This is a confidential process and will be handled accordingly throughout all stages of the recruitment process. References will not be contacted until mutual interest has been established and a reference release form is completed.

Recruitment will remain open until the position is filled.

Contact: Jose Mancilla (jose.mancilla@hr.sbcounty.gov)



Human Resources

Executive Recruitment Services