

# LAFCO

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**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
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## RECRUITMENT FOR SANTA BARBARA LAFCO EXECUTIVE OFFICER

The Santa Barbara County Local Agency Formation Commission (LAFCO) is seeking applications for an at-will, management position. The LAFCO Executive Officer performs a wide range of tasks that involve analytical analysis and policy interpretation and implementation. The EO attends the Commission's monthly hearing and prepares and presents all staff reports and recommendations on Commission business.

### POSITION HIGHLIGHTS

- Executive Officer for the Santa Barbara LAFCO – a seven-member body made up of county supervisors, city council persons and special district board members as well a public member. There are also 4 alternate members.
- Performs duties for the Commission as specified by the Cortese Knox Hertzberg Act, Gov. Code section 56000 et seq.
- Attends monthly Commission hearings, prepares and presents staff reports on recommendations on governmental organizational changes, such as annexations, incorporations, district formations, district municipal service reviews, and city incorporations.
- Meets regularly with representatives from cities, districts and the county and members of the public regarding application proposals.
- Is supported by LAFCO Legal Counsel and the Clerk of the Commission, which service is provided by the Board of Supervisors Clerk's Office.
- Salary is dependent on experience. Last salary was \$166,000 annually. Historically, this has been an independent contractor position.

### QUALIFICATIONS

- Bachelor's Degree in Public Administration, Planning, Geography, Public Policy, Political Science, Business Administration, or a related field of study.
- Substantial experience working with local public agencies, such as minimum of four years of experience working with a LAFCO, county, city, or special district
- Familiarity with the Cortese-Knox Hertzberg Local Government Reorganization Act of 2000 and the California Environmental Quality Act
- Open, clear, and concise public speaking and writing skills

- Strong computer and project management skills
- Ability to think and act strategically to develop and deliver creative business solutions and proactive approaches to complex problems
- Excellent administrative, analytical, and financial acumen; skill in collaboration and cooperation
- Ability to build and maintain positive working relationships with a range of public officials, community leaders, and members of the public

#### **OTHER DESIRABLE QUALIFICATIONS**

- Familiarity with the Subdivision Map Act, State planning and zoning laws, and property tax exchange laws.
- A Master's Degree in one of the above-referenced fields of study (or closely related field).
- An understanding of budget preparation techniques for government agencies.
- Prior experience managing/supervising employees
- Willingness to participate in CALAFCO advanced training and activities

#### **THE COMMUNITY**

The County of Santa Barbara is one of the most beautiful areas in California. The region hugs the central southern California coastline and to the north includes Vandenberg Air Force Base, Los Padres National Forest, and vast areas of agricultural production. The County is well-known for its mild climate, picturesque coastline, scenic mountains, and numerous parks and beaches. It has five distinct areas: Santa Barbara Coast, Santa Ynez Valley, Santa Maria Valley, Lompoc Valley, and Cuyama Valley. Together, these areas contribute to the unique profile of the County, blending the characteristics of each area into one world-class county.

#### **HOW TO APPLY**

Interested applicants are encouraged to apply immediately with the submittal of a cover letter and resume directed to William Dillon, LAFCO Interim Executive Officer, preferably by e-mail at [lafco@sblafco.org](mailto:lafco@sblafco.org) or by mail to the LAFCO address above. There will be an ongoing evaluation of applications as they are received. The position is open until filled; however, applications are requested by 5 pm, July 16. Applicants determined to be the most qualified will be invited to participate in interviews. All finalists will be subject to background checks.