

DEPUTY COUNTY EXECUTIVE, HEALTH AND HUMAN SERVICES



FAIRFAX COUNTY GOVERNMENT



Shaping the Future of Government



ABOUT FAIRFAX COUNTY

Fairfax County is one of the premier centers of commerce and technology in the United States. Governed by a 10-member Board of Supervisors, it is among the highest income counties in the country. Located just west of the nation's capital, Fairfax County is the most populous jurisdiction in the Commonwealth of Virginia and continues to be a cornerstone within the regional Washington, D.C. economy. Fairfax County has been nationally recognized as a leader in government performance measurement, garnering the International City and County Management Association's Center for Performance Measurement Certificate of Excellence every year since 2009. The county continues to maintain an exception Triple A bond rating. Only eight states, 37 counties (including Fairfax), and 37 cities hold this distinction.

With a large diverse and dynamic economy, Fairfax County is home to eleven Fortune 500 company headquarters as of 2020 and more than 400 international owned firms, and the largest concentration of technology jobs of any major U.S. market. Minority, women, and veteran-owned businesses make significant contributions to the economy and add diversity to the business community.

Fairfax County has an excellent school system and is a national leader in K-12 public education. As the 10th largest school division in the U.S. serving a diverse student population of more than 188,000 students, the public school system is one of the highest-rated school systems in America. The County is also a leader in higher education and houses the campuses of five major colleges and universities, including the main campus of George Mason University and Northern Virginia Community College.

Within Fairfax County, there are a total of 182 different languages or dialects spoken and 39.2% of residents speak a language other than English at home. Fairfax County's estimated population is 1,167,000 and grew 1.2% by the beginning of last year, adding about 14,100 residents. This makes Fairfax County more populations than eight states and the District of Columbia: Alaska, Delaware, Montana, North Dakota, Rhode Island, South Dakota, Vermont, Wyoming and DC.

Fairfax County employs over 12,000 FTEs in 63 departments throughout the organization. Fairfax County's FY2021 adopted operating budget is \$4.47 billion, including \$2.14 billion for Fairfax County Public Schools. The County's FY2021-FY2025 Capital Improvement Program (CIP) totals \$11.15 billion.

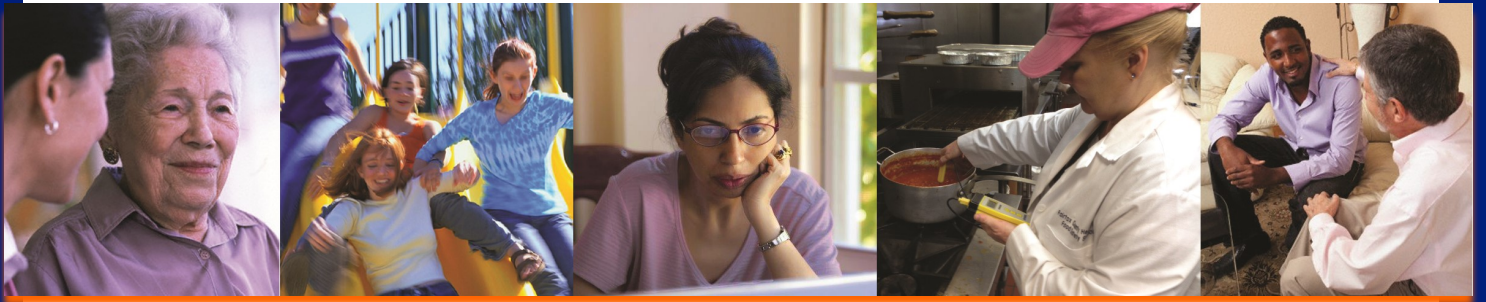
COVID-19

As the world struggles to contain the rapidly spreading COVID-19 pandemic, hundreds of thousands of people are fighting for their lives and the global economy is putting the livelihoods of many families, including families in Fairfax County at risk. At Fairfax County, our top priorities amidst the COVID-19 crises are the health and well-being of our residents, staff and families and supporting the most vulnerable in our community. Agencies across the county have worked tirelessly and collaboratively to not only provide essential services for the health and well-being of residents but also to monitor changes in economic, social and other health indicators resulting from strategies to slow the spread of COVID-19. For detailed information about the county's response and recovery efforts, please visit [COVID-19 Resources](#).

Health and Human Services

Mission, Vision, and Guiding Principles

Vision	We are the foundation for thriving people and communities.
Mission	We create opportunities for individuals and families to be safe, be healthy, and realize their potential.
Guiding Principles	We will succeed by using resources judiciously , considering return on investment and opportunity; addressing root causes and focusing on prevention; promoting equity ; and providing a voice for the vulnerable through a client-centered approach.



STRATEGIC PLANNING

In January 2019, Fairfax County embarked on an effort to develop its first [Countywide Strategic Plan](#) to define a vision for the community, prioritize the actions to address critical challenges and move toward that vision.

NINE PRIORITY AREAS

Nine priority areas were identified in the plan to provide the framework to shape the future:

- Cultural and Recreational Opportunities
- Economic Opportunity
- Effective and Efficient Government
- Empowerment and Support for Residents Facing Vulnerability
- Health and Environment
- Housing and Neighborhood Livability
- Lifelong Education and Learning
- Mobility and Transportation
- Safety and Security

To help achieve the nine priority area outcomes, Fairfax County is guided by the following set of overarching themes:

- Access
- Affordability
- Collaboration and Engagement
- Innovation
- Sustainability
- Placemaking

ABOUT FAIRFAX COUNTY HEALTH AND HUMAN SERVICES

The Fairfax County Health, Housing and Human Services (HHS) System touches the lives of all Fairfax County residents creating opportunities for them to be safe, healthy, and realize their full potential. Programs and services are delivered through a network of organizations including community stakeholders (i.e., faith-based organizations, nonprofits, etc.), county agencies, and partners to help residents meet a range of specific health, housing and human services needs. HHS works to collectively support and improve community outcomes in six areas: **connected individuals, economic self-sufficiency, healthy people, positive living for older adults and individuals with disabilities, successful children and youth, and sustainable housing.**

HHS is guided by a strong mission, clear vision and the following guiding principles:

Guiding Principles

We will succeed by **using resources judiciously**, considering return on investment and opportunity, **addressing root causes** and focusing on prevention, **promoting equity**, and **providing a voice** for the vulnerable through a client-centered approach.

Vision

We are the foundation for thriving people and communities.

Mission

We create opportunities for individuals and families to be safe, be healthy, and realize their potential.





AGENCIES

HHS is comprised of nine agencies and offices, including two special tax district community centers:

Fairfax-Falls Church Community Services Board—Provides services for people of all ages who have mental illness, substance use disorders and/or developmental disabilities.

Department of Family Services—Promotes the well-being of the county's diverse community by protecting and improving the lives of children, adults and families through supportive services, education and advocacy. Our services provide the framework for a strong and resilient Fairfax County: safe communities, a thriving economy, excellent schools, and opportunities for everyone to feel connected and engaged.

Health Department—Executes five core functions: preventing epidemics and the spread of disease; protecting the public against environmental hazards; promoting and encouraging healthy behaviors; assuring the quality and accessibility of

health services; and responding to disasters and assisting communities in recovery.

Housing and Community Development—Administers the county's affordable housing development, preservation and resident assistance programs. In addition to its role as a county department – reporting to the County Executive and Board of Supervisors – the department also serves as the staff for the Fairfax County Redevelopment and Housing Authority. The Office to Prevent and End Homelessness merged with HCD in July 2020 to enhance the continuum of housing and promote positive outcomes for residents.

Juvenile and Domestic Relations District Court—Holds jurisdiction over juvenile matters, offenses committed by adults against juveniles, and family matters (except divorce) in Fairfax County, the City of Fairfax, and the towns of Herndon, Vienna and Clifton.

McLean Community Center—Offers a continuing program of activities for adults and children in the McLean community, including a wide range of classes, lectures, study tours, camps, art exhibits, theatre performances, and specialty shows.

Neighborhood and Community Services—Promotes the well-being of individuals, families and communities by providing a variety of recreational, educational and developmental programs and services.

Office of Strategy Management—Executes the strategic vision of the county's HHS system by working in direct partnership with the Deputy County Executive, the Office is responsible for leading cross system initiatives, improving operational efficiency and promoting seamless service delivery through the implementation of key initiatives such as addressing the opioid epidemic, integrating behavioral and physical health care, capital facility and urban planning, data analytics and evaluation, and business and system integration.

Reston Community Center—Provides four lines of programming to the Reston community: Arts and Events, Aquatics, Leisure and Learning, and Facility Rentals.





STRATEGIC INITIATIVES

Health and Human Services has long strived for a community where every individual can achieve his or her full potential. Long-term sustainable solutions require comprehensive and collaborative multipronged approaches. Fairfax County has invested in many strategic initiatives that have begun to integrate planning efforts across agencies, guide data driven decisions and produce long-term sustainable outcomes for residents.

One Fairfax—One Fairfax is a joint social and racial equity policy of the Fairfax County Board of Supervisors and School Board. It commits the county and schools to intentionally consider equity when making policies or delivering programs and services. It is a declaration that **all residents**

deserve an equitable opportunity to succeed—regardless of their race, color, sex, nationality, sexual orientation, religion, disability, income or where they live.

Affordable Housing and Homelessness Prevention—In response to our community’s growing housing needs, the Board of Supervisors directed Fairfax County’s Department of Housing and Community Development, with the assistance of the Affordable Housing Advisory Committee (AHAC), to produce a strategic plan to help address this need. The Communitywide Housing Strategic Plan includes two phases. Phase 1 of the Plan identifies 25 short-term strategies that can be implemented to produce additional housing units within the county.

School Readiness—The Office for Children is dedicated to the care, education and healthy development of children, from birth through elementary school age. OFC collaborates with early childhood professionals, families, schools and community partners to support children in reaching their fullest potential. In partnership with the community, schools and county, OFC coordinates the implementation of the Fairfax County Equitable School Readiness Strategic Plan.

Health Integration and Safety Net—The Health Integration and Safety Net initiative leads the county efforts to strengthen and coordinate the network of county and community partners providing affordable comprehensive health services to improve the county’s population health outcomes, reduce the overall healthcare cost and improve residents’ satisfaction with health services.

Opioid and Substance Abuse Task Force—The Opioid and Substance Abuse Task Force is to increase awareness of substance use disorder, treatment and recovery resources, promote safe disposal and storage of prescription medications and collaborate with nonprofit groups to utilize resources.

Diversion First—Launched in 2015, Diversion First is a countywide effort based on key partnerships between public safety, and the health and human services system. The goal is to offer alternatives to incarceration for people with mental illness or developmental disabilities who interface with the criminal justice system for low level offenses.

A full list of human services priorities including position statements can be found in the [2020 Human Services Issue Paper](#).

THE POSITION

Under general direction of the County Executive, the incumbent of this class serves at the pleasure of the County Executive in accordance with the Virginia Code Ann. §15.2-807, 15.2-808, and 15.2-809, and the incumbent’s appointment is subject to confirmation by the County Board of Supervisors. The incumbent of this class is





empowered to act for or on behalf of the County Executive and in the absence of the County Executive is responsible for directing the operations of the government. Supervision is exercised over a large number of department directors.

The Deputy County Executive (DCE) is an executive level position appointed by the Fairfax County Board of Supervisors (BOS), to oversee the administration of the Health, Housing and Human Services system (HHS). The HHS system consist of nine county agencies and offices: Department of Housing and Community Development; Department of Neighborhood and Community Services; Department of Family Services; Fairfax-Falls Church Community Services Board; Juvenile and Domestic Relations District Court; Department of Health; Office of Strategy Management, and two special tax district community centers. The DCE also works with and builds capacity of non-governmental stakeholders (nonprofits,

businesses, faith organizations, community groups) to build, support and deliver critical health, housing and human services. In addition, the DCE coordinates planning and service delivery with Fairfax County Public Schools, Public Safety, other county agencies, and nearly 30 related boards, authorities, and commissions.

The DCE is responsible for the general supervision and management of the system of programs, services and business affairs of the organization. Sets and executes the HHS mission as approved by the Board of Supervisors (BOS). Works with the County Executive, BOS, agency directors and stakeholders in creating, resourcing and operationalizing a strategic direction for the HHS system. Provides leadership for the business, system, and service integration work through a person centric framework. Reviews progress and takes corrective action to maximize efficiencies and effectiveness. Identifies opportunities, risks and areas for improvement within the system. Provides leadership to implement change including the development and implementation of a performance-based approach across programs which builds upon existing efforts and identifies areas for performance monitoring and accountability throughout the system. Identifies and manages system priorities, including the implementation of the HHS strategic framework consistent with the new Countywide Strategic Plan. Leads staff in special initiatives to foster and cultivate innovative program approaches in our work.

MAJOR AREAS OF RESPONSIBILITY

STRATEGIC AND POLICY LEADERSHIP

- Develops, leads and executes the overall HHS vision and strategic direction for the HHS system consistent with the new Countywide Strategic plan; determines needs and priorities; establishes current and long-range plans; makes assignments to agency directors.
- Conducts regular leadership meetings to discuss system implications of new initiatives, service delivery, and operationalization of business processes; and ensures alignment and compliance with One Fairfax, a joint social and racial equity policy of the Fairfax County Board of Supervisors and School Board.
- Understands and effectively conveys the



concepts, philosophies and strategic direction of the HHS system to the BOS, staff, residents and partners.

- Directs planning, coordination and evaluation of HHS programs and policies to promote innovation and effective cross system coordination.
- Establishes and monitors accountability processes; identifies areas for system improvements; and sponsors initiatives to improve services.
- Makes major management decisions affecting multi-agency operations, clients, state and federal mandates, and cross-agency resources. Evaluates and responds to proposed federal and state laws changes.
- Oversees the gathering of information, development of studies, compilation of materials, and writing of reports.
- In concert with the deputy county executive for Planning & Development, provides strategic oversight and cross-agency collaboration over planning, development, and housing and ensures equitable integration of HHS services and programs.
- Partners with the other deputy county executives for Public Safety and Planning & Development and the Chief Financial Officer to ensure the success of the County's service delivery system and the new Countywide Strategic Plan.



RESOURCE ALLOCATION AND STEWARDSHIP

- Determines priority needs, capacity of existing services, and seeks opportunities to resource funding gaps.
- Determines annual budget priorities for the system and reviews agency budget submissions; makes recommendations to the County Executive as appropriate to meet community needs and priorities of the BOS.
- Oversees performance and resource utilization data; works with the CFO to determine corrective action if necessary
- Authorizes, in consultation with the CFO, redistribution of resources to meet changing system and program needs. Negotiates, reviews and makes management decisions regarding budget and staff allocation for the HHS system.
- Plans and coordinates program and facility expansion to meet the immediate and long-term needs of county residents.

ELECTED OFFICIALS, PARTNERSHIPS AND COMMUNITY ENGAGEMENT

- Creates partnerships with national, state, and community stakeholders to build capacity and meet needs in the community; secures their active participation in planning, service provision, and mobilization of community resources.
- Communicates policy and program goals, priorities, strategies and results to the Board of Supervisors; staffs the Health & Human Services and Housing Committees of the Board of Supervisors and recommends agenda and policy issues for consideration.
- Represents the county on various boards, task forces, and committees; provides staff support to the Human Services Council; chairs and sets the agendas for numerous board appointed commissions, councils, and policy teams; and incorporates diverse perspectives in policy and service methods.
- Provides vision, guidance and direction for identifying and enhancing the linkages between the HHS agencies/ programs, community organizations, and county leadership to meet the complex and multi-program needs of residents.
- Works to create alignment around HHS goals, priorities, strategies and results, championing the HHS vision and direction at every opportunity.
- Collaborates with the county legislative team to facilitate legislation that is of interest to HHS; coordinates with others on the county executive leadership teams who are also responsible for service delivery to HHS agencies, staff and clients.



SUPPORT AND MANAGEMENT OF HHS LEADERSHIP TEAM AND STAFF

- Leads the HHS leadership team by collaborating, directing, motivating and inspiring.
- Recruits and hires HHS agency directors.
- Provides direction regarding a wide range of personnel matters; assigns tasks and special duties to agency directors.
- Oversees implementation of the county's performance feedback model; provides support for employee development plans; approves agency performance reviews on senior level staff.
- Conducts organizational climate assessments as needed and takes corrective action.
- Provides technical assistance to project managers to ensure quality work.
- Other duties as assigned by the County Executive and the Board of Supervisors.

THE CANDIDATE

The ideal candidate will have knowledge, experience and demonstrable success in the following:

- Education equivalent to completion of a Master's degree program with major course work in public administration, healthcare administration, social services, public health, healthcare administration, or allied health, housing and human services.
- Extensive health, social service, community services, healthcare administration or public administration experience in an administrative or operational capacity, including 10 years in an executive senior level or director position.
- Comprehensive knowledge of the public administration principles and practices commonly employed in the planning, direction and control of an organization providing diverse health, housing and human services.
- Thorough knowledge of goals, objectives, methods and techniques applicable to the management of health, housing and human services programs.
- Thorough knowledge of public and private organizations, operations, and functions affecting health, housing and human services regulation, function and service provision at all government levels.



- Ability to establish and maintain effective working relationships with officials and representatives of other county and government agencies, advisory boards, community organizations, service providers and the public.
- Ability to express ideas and communicate county policy on health, housing and human services and/or administrative subjects, both orally and in writing.
- Experience with strategic leadership and working in a large, integrated, multi-agency and multi-disciplinary health, housing and human services system.
- Ability to create and maintain a work environment that is respectful and accepting of diverse opinions and recognizes leadership from every chair.
- Leadership characterized by unwavering integrity in the execution of strategic plans that impact health, housing and human services and public policy in an often-challenging political environment.
- Experience with managing multiple and complex funding streams, budgets and agreements in the public sector and with public-private partnerships.
- Excellent personnel management and interpersonal skills with the ability to build and lead effective teams.
- Ability to maintain a separation of personal, public and political positions, and able to ensure they do not interfere with or undermine the priorities of the health, housing and human services system or the county.

MINIMUM QUALIFICATIONS AND EXPERIENCE REQUIRED

Any combination of education, experience, and training equivalent to the following: graduation from an accredited college or university with a bachelor's degree in public administration, business administration, or a closely related field; plus eight years of progressively responsible managerial experience in a large local government or the private sector, to include at least five years of experience at the senior or department director level.

Necessary Special Requirements—Appointee will be required to complete a criminal background investigation and a credit check to the satisfaction of the employer. Willingness to work extended hours to cover evening and weekend committees and events. On-call for emergencies after hours, weekends, and holidays as needed. Must be accessible by email at all times.

Compensation and Benefits—Salary is negotiable within an established range of \$136,765.20 – \$227,942.21 depending on the qualifications and relevant experience of the selected candidate. Fairfax County Government's total compensation package includes:

Medical and Vision	Employee Assistance Program	Flexible Work Schedule
Paid Leave (Sick and Vacation)	Life Insurance	Retiree Benefits
Dental	Employee Commuter Benefit Program	Discount Education Programs
Paid Holidays	Deferred Compensation	Employee' Child Care Center & Fitness Center
Flexible Spending Account	Long-Term Care	

TO APPLY

Fairfax County uses an online job application system powered by NeoGov. To submit your application, go to <https://agency.governmentjobs.com/fairfaxcounty> and refer to **Job #20-01480** when applying.

Deadline for applications is October 2, 2020 by 11:59 p.m. EST.

Fairfax County Government prohibits discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, disability, sexual orientation, gender identity, genetics, political affiliation, or status as a veteran in the recruitment, selection, and hiring of its workforce.

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. Contact 703-324-4900 for assistance. TTY 703-222-7314. EEO/AA/TTY.



Fairfax County Department of Human Resources

12000 Government Center Parkway, Suite 270
Fairfax, Virginia 22035

703-324-JOBS 703-222-5872
703-222-7314 TTY

<https://www.fairfaxcounty.gov/hr/>



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