



PLUMAS

COUNTY | CALIFORNIA

COUNTY COUNSEL



Quincy, CA



THE COMMUNITY

Plumas County is located near the northeast corner of California where the Sierra and the Cascade mountain ranges meet. The Feather River, with its several forks, flows through the county. Plumas County offers an abundance of recreational activities, art and entertainment and offers the lifestyle that is becoming the choice of many Americans. Our area offers a standard of living found in close-knit communities enjoying a rural family and business lifestyle.

Nestled against the western slope of the Sierra Nevada Mountain range, Quincy, the Plumas County seat is tucked at the edge of the lush American Valley. Quincy, being the largest community in Plumas County, with a population of approximately 5,500, is located midway between Oroville, CA and Reno, NV on all-weather Scenic Byway - State Route 70, at the top of the Feather River Canyon.

Quincy is known for its attractive downtown buildings that have been made the focus of preservation and restoration. The four-story

courthouse building on Main Street is the county's most dominant and impressive structure (not the oldest). Built in 1921, it features marble pillars and staircase and a beautiful 2,000 lb. bronze and plate glass chandelier (only part is still in use).

The front and rear courtyards have expansive grassy lawns with benches for sitting areas which make it a favorite location for local events such as the Main Street Christmas Sparkle and Tree lighting.

A Community College is located .5 miles from town - Feather River College - which is a two-year college located in a mountain setting overlooking the splendid valley.

Plumas County's 1,000 miles of streams and more than 100 lakes of the Feather River watershed make for diverse recreational options. The area offers a wide variety of outdoor activities including mountain biking, snowmobiling, cross-country skiing, fishing, camping, hiking, motorcycling and water sports. The Pacific Crest Trail stretches from Mexico to Canada - seventy-five miles of which extends across the Plumas National Forest and crosses two major

canyons (the Middle Fork and North Fork of the Feather River). PCT crosses the Bucks Lake path as well for trail aficionados.

Enthusiasts enjoy these areas in the winter, spring, summer and fall. Recreation areas also include but are not limited to Round Valley Reservoir, Lake Davis, Gold Lake, Bucks Lake, Antelope Lake, Lakes Basin, Butt Lake and Frenchman's Lake.

These destinations offer a wide selection of eateries, lodging, points of historical interest, bird watching, gold panning, golf courses, and vast rejuvenation options in its diverse communities, which cover approximately 2,600 square miles in total.

COUNTY GOVERNMENT

The Plumas County Board of Supervisors oversees management of county government and many special districts including Flood Control, the Community Development Commission, lighting districts, county service areas and sewer maintenance districts. The five supervisors are elected by constituencies of each district, serving all citizens of Plumas County during a four-year term. The Clerk of the Board of Supervisors provides support to the Board of Supervisors and information to the public.

Plumas County provides a full range of services and maintains a workforce of approximately 450 employees. For a list of County departments please visit: <https://www.plumascounty.us/8/Departments>.



THE POSITION

"At-Will" Department Head position appointed by the Board of Supervisors.

To serve as the chief legal advisor on civil matters to all County officers, agencies, and departments; to represent the County, its officers, and employees, in the defense and prosecution of all civil litigation, excluding personal injury, other large damage actions, and workers' compensation cases; to serve as legal advisor to the Superior Courts, LAFCO, Grand Jury and to all special districts for which the Board of Supervisors is governing body; to draft and/or review for legal sufficiency all contracts, leases, ordinances, and resolutions before adoption by the Board of Supervisors; to provide statutory interpretations and issue legal opinions in response to requests from the County and other clients; to identify and predict legal trends; to assist with pro-program planning; and to do related work as required.

Examples of duties include but are not limited to:

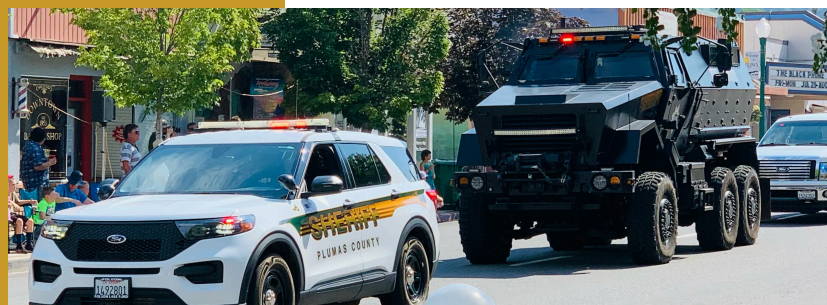
- Attends meetings of the Board of Supervisors.
- Receives special assignments from the Board.
- Renders legal opinions in writing and orally in response to requests from County officers and department heads.
- Drafts contracts, leases, deeds, ordinances, resolutions and other legal instruments for the Board of Supervisors, departments, and special districts of the County.
- Prosecutes legal actions of behalf of, and defends actions against, the County and its subdivisions before courts of origin, appellate courts, and various administrative bodies.
- Serves as legal advisor and attends meetings of Boards and Commissions.
- Oversees preparation of the Department budget, justification of proposed budget changes, and expenditures controls.
- Plans, organizes, manages, directs, and oversees the personnel management functions of the County Counsel's office, including selection, training, evaluation, and development of staff.

COMPENSATION & BENEFITS

Compensation: \$147,076/yr. — \$178,776/yr.

The County offers a benefits package which includes:

- Health Insurance (medical, dental, vision, life): County pays a portion of health care costs.
- CalPERS Retirement: Classic member, 2% at 55; PEPRA member, 2% at 62.
- Longevity: Step increase of 5% at 7, 10, 14, 18 and 21 years of service.
- Vacation Leave: 10 days 1st and 2nd year, 15 days 3rd through 7th year, 21 days 8th year and thereafter.
- Sick Leave: 1 1/4 days per month (no limit of accrual). Cash out or health premium conversion options available upon meeting specific requirements.
- Bereavement Leave: 5 days per incident for de-fined family members.
- Holidays: 14 paid holidays per year.
- Administrative Leave: 40 hours.



QUALIFICATIONS

Broad and extensive professional legal experience in civil work, preferably including experience in working with the legal problems of a government jurisdiction. Two (2) years of background and experience should have been in a management or full supervisory capacity.

Additional Requirements: Active membership in the State Bar of California.

SPECIAL REQUIREMENTS

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

TO APPLY

Please submit a completed Plumas County job application, cover letter and resume, along with five (5) professional references to MRG at apply@solutions-mrg.com.

The application form can be downloaded at the Plumas County website. References will not be contacted until we ask for authorization.

ACCOMMODATIONS FOR APPLICANTS WITH DISABILITIES

Applicants who require an accommodation during the application process due to a disability recognized under the Americans with Disabilities Act (ADA)/CA Fair Employment and Housing Act (FEHA) should notify Teri Silva at teri.silvamanagementgroup@gmail.com or (831) 419 - 4684.

EQUAL EMPLOYMENT OPPORTUNITY

Plumas County is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, color, religion, national origin, sexual orientation, gender identity, pregnancy, genetic information, marital status, age, disability or veteran's status.



APPLICATION DEADLINE:

July 26, 2024

CONTACT:

teri.silvamanagementgroup@gmail.com

Phone: (831) 419 - 4684

WEBSITE:

www.plumascounty.us