



COUNTY OF LOS ANGELES CAREER OPPORTUNITY



ASSISTANT INSPECTOR GENERAL (UC)

Filing Period Begins:
October 25, 2018

Annual Salary:
\$155,687 - \$235,645

This recruitment will remain open until the needs are met.

THE COUNTY OF LOS ANGELES

With more than 10 million people, the County of Los Angeles (County) has a demographically and geographically diverse population that it serves with an annual budget in excess of \$32 billion for fiscal year 2018-19 and over 109,000 employees in 34 departments to provide wide-ranging services to the public.

OFFICE OF INSPECTOR GENERAL

In October 2011, the Los Angeles County Board of Supervisors formed the Citizens' Commission on Jail Violence (CCJV) to conduct a review of the nature, depth and cause of the problem of inappropriate deputy use of force in the jails, and to recommend corrective action, as necessary. Among their recommendations was the creation of an independent Office of the Inspector General (OIG) and appointment of an Inspector General to provide comprehensive oversight and monitoring of the Sheriff's Department's operations and its jails.

The Office of the Inspector General regularly visits and inspects (both scheduled and unannounced) the Sheriff's Department's custody facilities and oversees the inmate and citizen complaint process. The OIG identifies problematic use of force issues in custody and elsewhere in the Sheriff's Department, and provides external oversight of the Sheriff's Department's investigatory and disciplinary system. The OIG also reviews and conducts its own audits and inspections, all with the goals of ensuring that the Board and the public are kept informed of jail conditions, that problems in the Sheriff's Department and the jails are promptly and publicly identified, and that reforms are recommended and implemented, as appropriate.

The OIG is fully independent of the Sheriff's Department - it independently reports to the Board; has its own budget separate from that of the Sheriff's Department; and does not share facilities, computer system or employees with the Sheriff's Department. The OIG has unfettered access to Sheriff's Department records, witness interviews, video footage, data, personnel and facilities, subject to nondisclosure obligations under State law.

THE OPPORTUNITY

The Assistant Inspector General assists the Chief Deputy and Inspector General in providing independent civilian monitoring of the Sheriff's Department's operations and manages the oversight, audit, and/or monitoring branches of the Office of the Inspector General.

KEY RESPONSIBILITIES

Directly supervises staff in one of the Office of the Inspector General's branches in the areas listed below.

Monitors and reviews use of force statistics, investigations of force incidents, disciplinary decisions, the quality of audits and inspections conducted by the Sheriff's Department, the condition of jail facilities, the operations of sheriff's stations and subcommands, as well as any other factors that may contribute to the effective and lawful running of the department.

Examines the work of the Sheriff's Audit and Accountability Command, proposes subjects for audit, and supervises audits conducted by the Office of the Inspector General.

Monitors the Sheriff's Department's response to inmate and public comments, and the condition of the jails and other Sheriff's facilities and operations.

Makes recommendations to the Chief Deputy and Inspector General, on an attorney-client basis, designed to reduce unnecessary use of force, misconduct and the County's exposure to lawsuits as well as to assist the Chief Deputy and Inspector General in advising the Board.

Consults with Sheriff's Department personnel, County employees, community members, and other interested parties to develop periodic recommendations for policy and procedural changes designed to improve the operations of the Sheriff's Department.

Prepares public reports on the Sheriff's Department to facilitate public awareness and Board supervision.

Prepares 30, 60, 90, and 120-day and final reports, as attorney-client communications, to the Board of Supervisors regarding investigations of referred cases.



KEY CHALLENGES & OPPORTUNITIES

Key challenges and opportunities facing the Assistant Inspector General include:

Assisting in developing and overseeing the approved staffing and fiscal plan for the OIG.

Reducing the dollar amount of awards/settlements that result from use of force or other Sheriff's Department activities.

Assisting in restoring public trust in the Sheriff's Department and County government, and facilitate communications with the communities served by the Sheriff's Department.

Developing protocols to maintain confidentiality and security of records and information obtained from the Sheriff's Department.

Maintaining an excellent working relationship with the Sheriff and the Sheriff's Department command staff.

Independently and objectively reporting publicly on the Sheriff's Department operations.

Overseeing the implementation of the CCJV recommendations, as appropriate.

MINIMUM REQUIREMENTS

A Juris Doctor degree from an accredited law school.

-AND-

Five years of full-time paid professional experience as a local, state, federal prosecutor, defense attorney or other attorney working in a field related to law enforcement or civilian monitoring of law enforcement.

LICENSE:

Admission to practice law in all courts in the State of California.*

A valid California "Class C" driver license or ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

*Applicants must have an "Active" status on the California State Bar website at the time of filling

DESIRABLE QUALIFICATIONS

- Demonstrated ability to oversee law enforcement operation (e.g. use of force in jails, patrol, etc.) and related audit functions.
- Experience as a manager in a law office supervising the legal work of attorneys involved in complex criminal cases or civil cases involving law enforcement issues.

MANAGEMENT STYLE, SKILLS & ABILITIES AND PERSONAL TRAITS

The selected candidate may be expected to report publicly on the OIG activities in a timely and complete manner, and be independent, objective and transparent. He or she should be able to prioritize issues and resources, have strong investigation skills, encourage accountability, and be outcome driven. This person should be a confident leader who "sees the big picture," is intelligent and has common sense.

The Assistant Inspector General should have strong interpersonal skills, outstanding communication skills (both oral and written), and be organized, detail-oriented and flexible. He or she must be able to manage a budget and staff. Finally, this person must understand the use of force issues and related risk management, be politically astute, and honest, with integrity.



COMPENSATION AND BENEFITS

Annual Salary: \$155,687 - \$235,645

The appointee will receive an annual salary, commensurate with qualifications, as well as an excellent program of benefits that allow employees to choose the benefits that meet their specific needs.

The package includes:

Retirement Plan - New appointees will participate in a contributory defined benefit plan.

Cafeteria Benefit Plan - The County funds its cafeteria plan using tax-free contribution of an additional 14.5% to 17% of the employee's monthly salary.

Flexible Spending Accounts - In addition to tax-free medical and dependent care spending accounts, the County contributes \$75 per month to an employee's dependent care spending account.

Savings Plan (401K) - Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.

Deferred Compensation Plan (457) - Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.

Holidays - 12 paid days per year.

HOW TO APPLY

This position will be open from October 25, 2018 until filled. Qualified candidates are encouraged to apply by October 30, 2018 for first consideration.

Please go to: [LINK HERE](#) to create an online profile and submit your application, cover letter, résumé, record of accomplishments, degree verification, and three professional references.

Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process.

NOTE: A background investigation will be completed on the candidate selected for this position.

For confidential inquiries, please contact:

Dayna Liang

Executive Office of the Board of Supervisors
Human Resources Division

(213) 893-0329

BOS-ExecutiveRecruitment@bos.lacounty.gov

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Executive Office
of the Board of Supervisors