

# DIVISION MANAGER ENERGY and MINERALS DIVISION

Planning and Development Department



\$75,136 - 108,000 ANNUALLY DOE/DOQ

*Santa Barbara County – where energy, coastal, agricultural, historic, open space, and urban planning are united in a unique planning environment.*

**JOB OPPORTUNITY**  
for County of Santa Barbara



## THE JOB

Santa Barbara County is seeking a business professional that possesses a complement of skills including leadership, planning expertise, management, drive, industry experience and customer-focus to head our Energy and Minerals Division.

The Energy and Minerals Division Manager is an at-will position and leads nine to eleven positions, oversees a budget of \$1.5M and administers a \$600,000 mitigation program. This position reports to the Assistant Director of Planning and Development and works as part of a management team with four other division managers and the department director. This Division Manager will work with industry representatives, elected officials, community members, various commissions, boards, special interest groups, associations, and many responsible and interested Federal, State and local agency representatives.



**THE IDEAL CANDIDATE** will successfully execute a vision to build a division culture that is trusted by the community, strategically manage the unique planning conditions in Santa Barbara's diverse populations, and make planning decisions that are fair, educated, and well informed. ***You are a successful leader who:***

- Has a bachelor's degree in planning, public administration, or related field; a master's degree is desirable.
- Has California planning experience and a strong understanding of CEQA/NEPA.
- Has extensive leadership experience in an environment that places a premium on land use and/or planning.
- Has progressively advanced professional and management experience.
- Is familiar with issues related to complex energy or coastal-related development projects.
- Has strong knowledge of the oil and gas industry.
- Has experience working and collaborating with the Coastal Commission, California State Land Commission, California Division of Oil, Gas, Geothermal Resources, and state and federal regulatory agencies and navigating project challenges.
- Is politically astute, has strong verbal and written communication skills, and a solution focused approach.
- Understands permitting, policy development and compliance in a multi-jurisdictional and technically complex environment.
- Is experienced regulating complex energy and or mining projects from application submittal through construction and operations compliance and has excellent project management skills.
- Is experienced creating and managing performance based budgets, managing grant contracts, implementing process improvements, and capable of addressing significant budget challenges.
- Is up-to-date with current trends affecting planning practices.
- Demonstrates a proactive, customer-focused attitude and cultivates trust relationships with stakeholders.
- Promotes interdepartmental teamwork and collaboration and promotes staff development.
- Establishes a "big picture" approach to issues and project resolution.
- Has sound decision making protocol and hears from all sides and perspectives to become an informed expert to then provide recommendations that are timely and fair.
- Is analytical, with the ability to synthesize information and use and translate technical data to inform others.



## Core Leadership Characteristics:

- **Intensity:** Incorporate mission into daily activities, is results oriented, and gets the job done.
- **Ethical Behavior:** Upholds the public's trust and consistently acts according to high standards and principles.
- **Influence:** Affects successful outcomes for the organization through the use of masterful leadership, collaboration, and a keen understanding of the organization, its goals, and the interests of all parties.
- **Commitment:** Successfully builds relationships with and promotes involvement of diverse groups; identifies and delivers services that meet constituent needs and strategic objectives.
- **Interpersonal Skills:** Possesses and uses versatile communication styles and approaches and changes approach to affect positive outcomes and build rapport throughout the organization.
- **Resiliency:** Commits to action, acts readily and decisively, is adaptable and finds opportunities in difficult situations.
- **Craftsmanship:** Takes ownership of work done and results accomplished, seeks out opportunities to develop new and creative solutions and works to bring vision into reality.



## Employment Standards

1. Two years of supervisory experience in land-use planning, or
2. Two years of experience performing duties equivalent to the class of Supervising Planner or Energy Specialist with Santa Barbara County, or
3. Equivalent combination of training, education, and experience that would provide the required knowledge and abilities, and
4. Ability to possess a valid California Class C Driver's License may be required.

## THE DIVISION

The Division was established in 1982 in response to a rapid increase of offshore oil and gas development in Santa Barbara County and related production and transportation facilities. The division is funded entirely through permitting revenues from oil, gas and mining projects. Increased oil and gas production activity in our County is likely given current trends and will result in the division expanding to manage that growth.

### *The Division is responsible for:*

- Developing policy recommendations involving future oil and gas development, infrastructure and abandonment requirements in the County.
- Inspecting onshore oil and gas development and analyzing applications for consistency with state and local planning laws, ordinances and comprehensive plan policies.
- Conducting environmental reviews in accordance with CEQA.
- Making recommendations to the Zoning Administrator, Planning Commission and Board of Supervisors on discretionary applications; issuing permits in compliance with discretionary approvals.
- Assuring permit compliance for major oil and gas, alternative energy and mining projects with complex, multi-tier permit conditions.
- Overseeing abandonment of retired facilities.

## THE DEPARTMENT

The Planning and Development Department plans for and guides development and protects resources in the unincorporated areas of Santa Barbara County. Planning, permitting, inspections and compliance programs foster reasonable, productive and safe long term use of property and protect the quality of life of the residents of the County.

Adoption of plans and permitting decisions involve applicants, agencies, and the public in an efficient, thoughtful, professional and courteous review process under the policy direction of the Board of Supervisors and Planning Commission. *For more about the Department, our values and mission statement, [CLICK HERE.](#)*

## Examples of Current Projects:

- **Cuyama Solar Array and Land Use Development Code Amendment Project:** first commercial-scale solar project in Santa Barbara County to generate renewable energy.
- **Gaviota Terminal Abandonment:** demolition is in progress to the Gaviota Terminal which is an onshore oil storage facility that once served as a marine terminal.
- **Santa Maria Energy (SME) Petroleum Production Plan:** SME currently operates an existing oil and gas facility in the State-designated Orcutt Oil Field, within the unincorporated part of the County, where it produces oil and gas from the Monterey Shale formation (2,000 feet and below) in accordance with the terms of its Careaga Oil and Gas Lease. The facility includes 56 conventional oil wells, well pads, roads, tank battery and associated equipment for production from the Monterey formation. Production from the Monterey formation in the Orcutt Oil Field has been in continuous operation for over 100 years within the Orcutt Oil Field. The proposed project focuses on development of the shallower Diatomite formation (2,000 feet and above) within the Orcutt Oil Field. The estimated life of successful wells is approximately 50-years.
- *To view a list of Energy Division projects, [CLICK HERE.](#)*



## THE COUNTY - *Our Values, Vision, Mission and Goals* -[CLICK HERE](#)

With its spectacular natural setting and historic commitment to planning, Santa Barbara County has evolved into one of the most desirable places in the world. The County boasts strong economic bases in both technology and agriculture, including an expanding vineyard industry. The County's 1.6 million acres lie in multiple jurisdictions, including a national forest, Vandenberg Air Force Base, six cities, and half a million acres under Williamson Act Contracts. County offices are located in the City of Santa Barbara and Santa Maria. Often at the forefront of planning and land use policy issues in California, Santa Barbara County offers outstanding career opportunities and is a great place to work, live and play.



### **Selection Process**

Applications will be reviewed to determine those candidates who meet the minimum qualifications and who are best qualified for this position. We will have selection interviews with top candidates. Candidates of interest selected beyond that point will undergo a background and reference check. Other requirements/requests may be needed for final candidate/candidates (e.g., need for a California Driver's License, Medical Examination, written documentation of right to work in the U.S., etc.).

***The County of Santa Barbara respects and values a diverse workforce and strongly promotes strategies and activities to recruit, develop and retain qualified men and women of varied backgrounds, lifestyles, experiences and races.***

## SALARY AND BENEFITS

- **\$75,136 – 108,000 ANNUALLY DOE/DOQ**
- Santa Barbara County provides an excellent benefits package [CLICK HERE](#) to review benefits details.

## HOW TO APPLY

- **Apply by June 3, 2013** by completing a County of Santa Barbara application **and attaching your resume and cover letter** at [www.sbcountyjobs.com](http://www.sbcountyjobs.com).  
Note: this is a short application process which takes approximately 15 minutes to complete.

Please contact your recruiter Wendi Brown with any questions at:

- [wendi@wbrowncreative.com](mailto:wendi@wbrowncreative.com)
- 541-858-0376 (direct)
- 866-929-WBCP (toll free)