



The County of Los Angeles
Office of the Public Defender
invites submissions for:

Division Chief,
Strategic Communications Division
SALARY RANGE:\$228,029-\$354,632

Filing begins March 18, 2024 until May 6, 2024.

To enrich lives through effective & caring service.



Confronting injustice.



The Los Angeles County Public Defender's Office is the finest client-centered criminal defense firm in the nation, providing a beacon for evolutionary and revolutionary changes in the justice system.

By 2025, measurably reduce incarceration and the collateral consequences of contact with the criminal justice system in Los Angeles County.

THE COUNTY of Los Angeles

The County of Los Angeles serves a demographically and geographically diverse population of more than 10 million residents. Employing over 100,000 employees in 38 departments who work in roles as broad as law, civil engineering, public safety, healthcare, and human services, the County operates with an annual budget of over \$46 billion for the fiscal year 2023 - 2024. The County is a Fair Chance employer, committed to diversity and inclusiveness in its workforce. It is a culturally diverse economic and cultural hub, driving major elements of the national and world economies. It is the center for arts, media, and entertainment – unlike anywhere else in the world.

The Department

Led by Mr. Ricardo Garcia, Public Defender for the Los Angeles County Office of the Public Defender is the finest client-centered criminal defense firm in the nation. It is a beacon for providing evolutionary and revolutionary change in the criminal legal system. With a mission to measurably reduce incarceration and the collateral consequences of contact with the criminal legal system by year 2025, our staff of more than 1,100, which includes more than 700 lawyers, zealously advocate to meet the needs of each client. Our public defenders take pride in showing compassion by listening to, respecting, and telling the life stories of our clients. Our public defenders don't hesitate to fight bias and inequalities, broaden public awareness, and diligently work to pursue systemic change. We are dedicated to indigent defense and work collaboratively with County and community stakeholders to achieve our clients' goals and ensure justice.

The Opportunity

This position reports directly to the Chief Deputy and has administrative and technical responsibility for the Strategic Communications Division which is comprised of the Appellate, Employee Relations, and Communications Units in the Office of the Public Defender. The Division Chief assists in directing daily activities and operations. The Division Chief ensures the effective implementation of the office of the Public Defender's legal mandate to provide zealous advocacy in Los Angeles County.

Job Responsibilities

Appellate

- Provides direction to the Head Deputy of the Appellate Unit on high-level appellate matters.
- Directs the application of various policies and legal analysis on pending cases handled by Appellate.
- Advises departmental leadership on legal advocacy matters relevant to the Office of the Public Defender. Collaborates with CEO, the Board of Supervisors, and public defense associations on legislative advocacy.

Employee Relations

- Provides direction to the Head Deputy over the Employee Relations (ER) Unit and directs matters regarding performance management and progressive discipline of all employee groups, sensitive issues involving managers, and ER matters that are brought before the Civil Service Commission.
- Oversees pending litigation involving the Department and determines the impact of disclosure on the Department's ongoing litigation and employee relations matters.
- Assesses departmental risks and presents recommendations to the Department's executive leadership team.
- Directs matters concerning disputes with labor groups, including negotiations over collective bargaining agreements. Serves as the lead executive manager on issues requiring consultations or negotiations with labor groups, leads joint labor-management discussions, represents the Department in arbitration and mediation meetings, and confers with the Chief Executive Office, County Counsel, and outside counsel on labor law issues.

Communications Unit

- Oversees the operations and activities of the Communications Unit with the Communications Manager. Develops and maintains strategic relationships with the Board of Supervisors, Federal, State, and local agencies, and the media.
- Directs the information campaign strategy of the Department. Coordinates with the Public Defender, Chief Deputy, Chief of Staff, and departmental leadership on internal and external communications strategies.
- Represents the Department in discussions with the Board of Supervisors and other government leaders on the communication strategy over select issues relevant to the Office of the Public Defender.
- Coordinates the Department's responses to Public Records Act (PRA) requests.

Ensuring justice.

Qualifications

Two years of experience supervising and directing a branch office or major legal section of a public defense agency, or similar agency, in a management capacity AND a Juris Doctorate from an accredited college or university.

License: Admission to practice law in all courts in California.

Desirables

- Familiarity with current legislative affairs of Los Angeles County's Office of the Public Defender.
- Demonstrated knowledge of current State and Federal laws and legislation and how it impacts Los Angeles County.
- National presence in the public defense community.
- A proven track record of directing the planning and delivery of information to ensure communication is in alignment with organization's mission.
- Ability to devise and implement a strategic communications plan to better understand the importance of the Department's mission and vision, and the LA County Board of Supervisor's *Care First, Jails Last* vision.
- Experience in Labor Relations including memorandum of understanding negotiations, meeting and conferring with labor representatives regarding personnel and organizational matters.
- Highly analytical and strategic with a creative and hands-on leadership style.
- Success working in a State, County, or municipal organization, responding to the goals of elected officials as they meet the needs of constituents.
- Exceptional project management, verbal, writing and communications skills.



The Law Offices of the Public Defender in Los Angeles County has a history of providing robust representation to those in need, & advocating justice for all.



COMPENSATION & BENEFITS

ANNUAL SALARY: \$228,029-\$354,632

Salary will be determined based upon qualifications.

This is an unclassified (at-will) position and is subject to the provisions of the County's

Management Appraisal and Performance Plan

(MAPP) at the MAPP Range of R19. This is a new position, subject to Board approval.

Benefits: The County of Los Angeles provides an excellent benefits package that allows employees to choose benefits that meet their specific needs.

The package includes:

- Retirement Plan – The successful candidate will participate in a contributory defined benefit plan.
- Cafeteria Benefit Plan – Benefits may be purchased from the MegaFlex Cafeteria Benefit Plan using a tax-free County contribution of an additional 14.5% - 17% of the employee's monthly salary.
- Flexible Spending Accounts – Optional employee tax-free health 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 – 13 paid days per year.



HOW TO APPLY

Please go to: <https://bit.ly/3VooxSB> to submit your application, letter of interest, resume, and professional references.

For confidential inquiries, please contact:

Alice Ting

Executive Recruiter

Talent Acquisition Division

Department of Human Resources

E-mail: ating@hr.lacounty.gov