

The Aging & Disabilities Department invites resumes for the following 3 executive leadership opportunities:

ASSISTANT DIRECTORS (UC):

- Area Agency On Aging

- Disability Services and Community Programs

- Adult Protective Services

LOS ANGELES COUNTY
Aging & Disabilities Department

Los Angeles County DEPARTMENT OF Human Resources

*Applications will be accepted from **August 12, 2026** until the position is filled.*
*First Consideration will be given to applications received by **September 8, 2026**.*

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 39 departments who work in roles as broad as law, civil engineering, public safety, healthcare, and human services, the County operates with a budget of $50.3 billion. The County is an Equal Opportunity and Fair Chance employer, committed to advancing inclusion and respecting the diversity in its workforce. It is a culturally diverse economic and cultural hub, driving major elements of the national and world economies. Los Angeles County is the center for arts, media, and entertainment - unlike anywhere else.





ABOUT THE DEPARTMENT

The Aging and Disabilities (AD) Department and its network of community and agency partners improve lives and support self-determination for older adults, adults with disabilities, and communities.

The Aging and Disabilities Department is committed to building age-friendly, inclusive, and accessible communities, while ensuring the safety and wellbeing of older and dependent adults. The Department's programmatic initiatives and agency oversight include the following:

Area Agency on Aging: The federal designated Area Agency on Aging (AAA) administers programs that serve older adults, adults with disabilities, family caregivers, and residents in long-term care facilities throughout the County. These services are provided by a network of community-based agencies. The Los Angeles County AAA is one of 33 in California.

Adult Protective Services: Adult Protective Services (APS) is a 24/7 crisis intervention social services program investigating suspected abuse and neglect of older and dependent adults. APS social workers investigate cases of abuse, neglect, or exploitation, working closely with a wide variety of allied professionals such as physicians, nurses, paramedics, firefighters, and law enforcement officers.

Community and Senior Centers: Community and Senior Centers offer a wide range of services and social activities for Los Angeles County's local communities. AD's Centers provide opportunities for daily learning, skills enhancement, community engagement, socialization, and healthy living for residents of all ages.

Los Angeles County Commission for Older Adults: The general purpose of Los Angeles County Commission for Older Adults (LACCOA) is to advise the AAA on the development, Implementation, and evaluation of the local Area Plan for Program Service Area (PSA) 19. The Commission serves to preserve and enhance the general well-being of the older adults living in Los Angeles County, increase awareness of the Board of Supervisors regarding issues, conditions and needs that face older adults and their family caregivers of Los Angeles County, and make recommendations as to how adverse conditions might be remedied. The Commission also ensures that the Board of Supervisors is aware of the many contributions made by Los Angeles County's older adults.



Disability Programs: The Disability Programs develop and implement services, initiatives, and partnerships that promote independence, accessibility, inclusion and community participation for individuals with disabilities throughout Los Angeles County. Working in partnership with community-based organizations, public agencies, and disability advocates, the Division seeks to reduce barriers, expand access to resources, and improve the quality of life for resident with disabilities.

The Division oversees a broad range of initiatives designed to support individuals with disabilities, family caregivers, and vulnerable populations. These efforts include transportation programs, LA Found, APS program planning, policy development, quality improvement initiatives, and prevention-focused programs that support older and dependent adults, no wrong door services provided through the disability hub, disability inclusion initiatives, and strategic partnerships that strengthen access to services and supports. Through innovation, collaboration, and person-centered service delivery, the Division advances the Department's commitment to creating accessible and inclusive communities where all residents can thrive.

Los Angeles County Commission on Disabilities: The Commission on Disabilities is charged by the Board of Supervisors to advise on a range of issues affecting the lives of people with disabilities and of actions that can be taken to achieve a barrier-free County where people with disabilities have equal access to programs and services.

The Commission and its committees focus on issues of health, employment, education, transportation, access, and recreation. They also monitor the quality of municipal services, evaluate policy, and recommend improvements to existing laws. The Commission's mission statement is, "To advocate and represent the best interest of people with disabilities, promote equal access to all County resources and services, and lead a barrier free environment to an independent community life and activities. The Commission works to promote inclusion, provides educational opportunities, and champions the needs of all."

THE OPPORTUNITIES

The Department is seeking three accomplished executive leaders to serve as Assistant Directors of the following bureaus within the Aging and Disabilities Department:

- Area Agency on Aging
- Disability Services and Community Programs
- Adult Protective Services

These positions report directly to the Chief Deputy Director and play a critical role in advancing the Department's mission to ensure older adults, individuals with disabilities, and their families can live safe, healthy, and self-determined lives in their communities.

Each Assistant Director will oversee a major portfolio of programs and services that strengthen Los Angeles County's aging and disability services system, expand equitable access to supports, and improve outcomes for the diverse populations served. Additionally, each executive will help shape the Department's strategic direction, align programs with long-term priorities, and implement innovative initiatives that promote accessibility, inclusion, and community well-being. They will serve as key members of the executive leadership team and may act on behalf of the Director as needed.



THE IDEAL CANDIDATES

The ideal candidates are experienced public sector leaders with demonstrated success guiding complex human services systems and achieving measurable outcomes. They will bring strong strategic thinking, operational leadership, and a deep commitment to public service.

Successful candidates will be:

- Strategic and mission-driven leaders capable of guiding large programs and initiatives that improve quality of life for older adults, dependent adults, and people with disabilities.
- Collaborative partners and relationship builders who can foster trust with County departments, state and federal agencies, community-based organizations, advocates, and residents.
- Champions of equity and accessibility committed to ensuring programs serve diverse communities in culturally responsive and inclusive ways.
- Data-driven and results-oriented executives who use analytics and performance management to inform decision-making and improve service delivery.
- Innovative change leaders comfortable implementing reforms, expanding services, and navigating complex public sector environments.

KEY RESPONSIBILITIES

Shared responsibilities of all Assistant Directors include:

- Serve as members of the Department's executive leadership team and contribute to organizational strategy and policy development.
- Promote a culture of trust, collaboration, and employee engagement.
- Lead and mentor senior managers while ensuring clear priorities, accountability, and professional development opportunities.
- Utilize data and performance management systems to drive continuous improvement and measurable outcomes.
- Create, implement, and monitor policies, procedures, and administrative systems in the context of budgetary, legal, and administrative functions.
- Develop short- and long-range strategic plans to meet current and emergent needs in disabilities, aging and adult protection services supports and programs.
- Identify funding opportunities and guide strategic investments that expand services and improve community impact.





Assistant Director (UC), Area Agency on Aging

Provides executive leadership for the County's **Area Agency on Aging (AAA)** programs and initiatives serving older adults and family caregivers.

Key responsibilities include:

- Oversee planning, administration, and evaluation of aging programs funded through federal, state, and local sources.
- Lead implementation of initiatives addressing the evolving needs of an expanding aging population.
- Direct strategic planning efforts, including the Area Plan and other age-friendly initiatives.
- Ensure effective administration of programs funded through the Older Americans Act, the Older Californians Act, and related funding streams.
- Lead subordinate managers in program performance monitoring, data analysis, and outcomes measurement.
- Promote innovative and accessible service delivery models that improve independence, health, and well-being for older adults.
- Strengthen coordination with Adult Protective Services, Aging Network partners, community organizations, and other stakeholders across the aging services ecosystem.
- Identify and resolve operational barriers while promoting continuous improvement and accountability across programs.

Assistant Director (UC), Disability Services and Community Programs

Provides executive leadership for the **Department's Disability Services and Community Programs** and plays a central role in advancing the Department's commitment to equitable, inclusive and accessible communities.

Key responsibilities include:

- Direct strategic planning, program development, and operational oversight for disability services and community programs.
- Lead the implementation of initiatives that expand accessibility, strengthen community connections, and increase opportunities for adults living with disabilities.
- Guide the transformation of various programs to ensure the promotion of inclusive engagement, learning, wellness, and social connection for residents of all ages.
- Advance the Department's Disability Services Strategic Plan and promote person-centered, equity-focused program design.
- Direct managers responsible for program performance, service delivery, and data management.
- Identify emerging community needs and develop innovative service models that expand independence, housing stability, health, and community participation.
- Secure and leverage funding opportunities to support program growth and sustainability.
- Strengthen partnerships with federal and state agencies, County departments, and community-based organizations to enhance coordination and emergency preparedness planning to ensure equitable response for residents with disabilities and others.

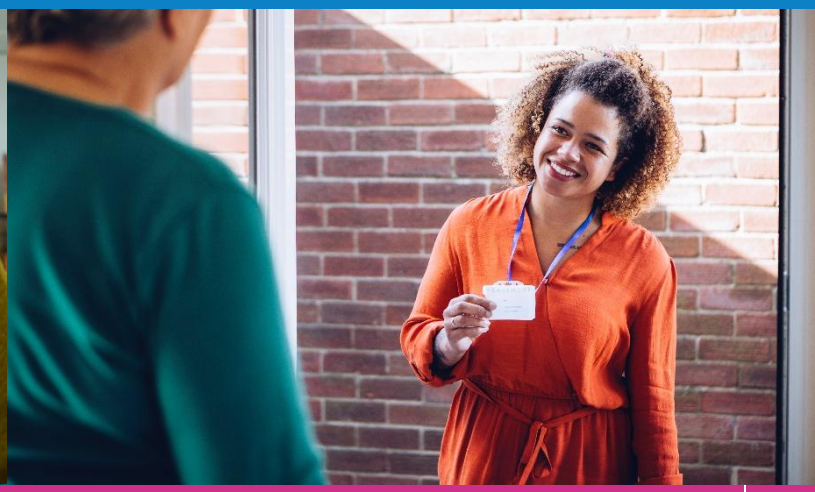
Assistant Director (UC), Adult Protective Services

Provides executive leadership for the County's **Adult Protective Services (APS)** programs and initiatives to guide strategic direction, strengthen operations, and drive performance excellence across a continuum of legally mandated, compliance-heavy services.

Key responsibilities include:

- Lead and elevate a countywide protective-services system that is grounded in equity, accountability, compassion, and innovation.
- Strengthen partnerships with federal, state and county agencies, County departments, legal entities, labor partners, and community-based organizations and a variety of external stakeholders that are critical to the success of programs and initiatives
- Uses data and performance analytics to inform operational improvements, identify service gaps, and align staffing and resources across APS.
- Identifies and implements operational efficiencies, including process improvements, and workload optimization.
- Consults with County Council, district attorneys office, the court, and state agencies to ensure compliance with state law, regulations, and federal, state, and county policies and procedures.
- Manages and overseas complex and sensitive matters including emergency protective interventions.
- Coordinates services with other County departments, law enforcement, health care providers, legal entities, community-based organizations, and outside agencies.





MINIMUM REQUIREMENTS

- A Bachelor's degree in Gerontology, Social Work, Business Administration, Public Administration, Human Services, Public Health or a closely related field.
- Five (5) years of progressively responsible experience within a comparable human services or social services agency or organization, including at least one (1) year in a highly responsible management capacity,* directly through subordinate managers and influencing organizational strategy.
- Demonstrated experience managing budgets and diverse funding streams related to aging & disability services.
- Strong project management, verbal, writing and communication skills.
- LICENSE: A valid California Class "C" Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

* Note: Highly responsible management experience is defined as experience directing the activities of a major bureau or division within an organization. Within the Aging & Disabilities Department, such roles typically begin at the Program Manager, Workforce Development, Aging and Community Services (click here for the class specification).

DESIRABLE QUALIFICATIONS

- A Master's degree in Gerontology, Social Work, Business Administration, Public Administration, Human Services, Public Health or a closely related field.
- Extensive experience managing responsive, customer-focused programs serving older adults, family caregivers, and adults with disabilities.
- Demonstrated experience administering federal, state, or county categorical grant programs and conducting community or organizational needs assessments.
- Experience developing and implementing innovative programs that connect residents to housing stability, health services, social supports, and economic opportunities.
- Proven success improving program effectiveness through technology, data analytics, and emerging funding opportunities.
- Experience leading strategic planning efforts for large, complex organizations.
- Knowledge of the Aging and Disability Resource Center (ADRC) network and disability policy frameworks.
- Experience developing cross-system partnerships and coordinated service delivery models that improve access to services and supports for older adults, adults with disabilities, caregivers, and other vulnerable populations.
- Experience building integrated partnerships with County departments, community organizations, advocacy groups, businesses, and the public.
- Ability to translate complex data into actionable insights that guide strategic goals and improve service outcomes.
- Leadership experience in a highly regulated environment, ideally in probate, conservatorship, guardianship, or adult-protective systems.

COMPENSATION

Annual Salary:
$152,556 - $237,255

Starting annual salary will be dependent on qualifications and career accomplishments. This is an unclassified (at-will) position and is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP) at Range R13.

HOW TO APPLY

Please go to https://bit.ly/4q7J6QE to create a profile and submit your resume, letter of interest (indicating which position you are applying for), and degree verification.

BENEFITS

- The County 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 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% 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 the Dependent Care Spending Account if the employee is contributing at least $10 per month.
- Savings Plan (401k) - Optional tax-deferred income plan that may include a County matching contribution of up to 4% of the employee's salary.
- Deferred Compensation Plan (457) - Optional tax-deferred income plan that may include a County matching contribution of up to 4% of the employee's salary.
- Non-Elective Days - 10 paid days per year with the option to buy elective annual leave days. Annual leave can be used for vacation, sick, or personal leave.
- Holidays - 13 paid days per year.

FOR CONFIDENTIAL INQUIRIES, PLEASE CONTACT:

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