

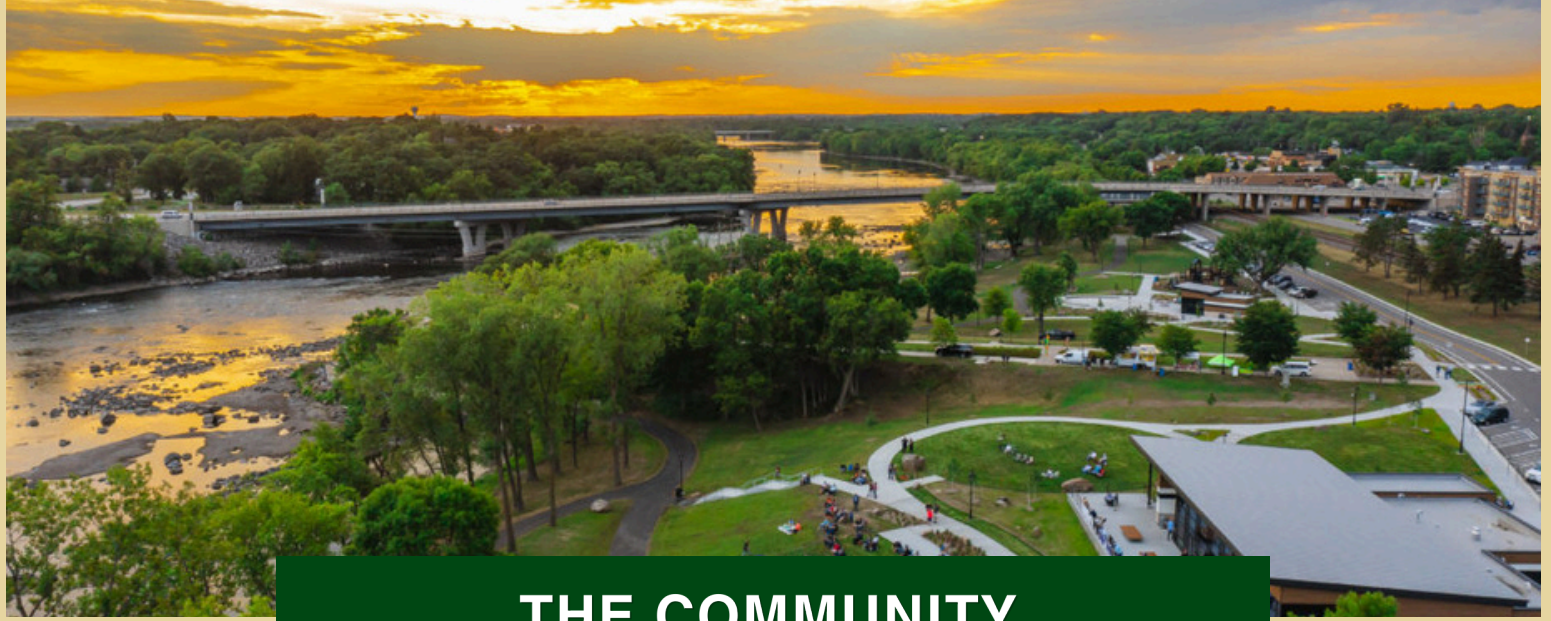


BENTON COUNTY
MINNESOTA



HUMAN SERVICES DIRECTOR

SALARY: \$108,139 TO \$148,324



THE COMMUNITY

Located in Central Minnesota, Benton County is home to approximately 40,164 residents and is part of the St. Cloud Metropolitan Statistical Area. Benton County is one hour north of the Twin Cities and one hour south of premier lake and resort areas.

The center of Benton County is the City of Foley, the county seat. Most of the County's larger communities (St. Cloud, Sauk Rapids, Sartell, and Rice) are located on its western edge. The largest city is Sauk Rapids which has over 12,000 residents. The part of St. Cloud that is located in Benton County includes about 6,400 residents. Sartell's Benton County section includes over 2,000 people. Rice, with a population of over 1,200, is located on the northwestern edge of the County.

Benton County is committed to providing a high quality of life for its citizens through access to a variety of County programs and services, housing options, public health initiatives, and recreational amenities. Housing in the County is affordable due to the County's relatively low cost of living which is over 10% lower than the U.S. average.

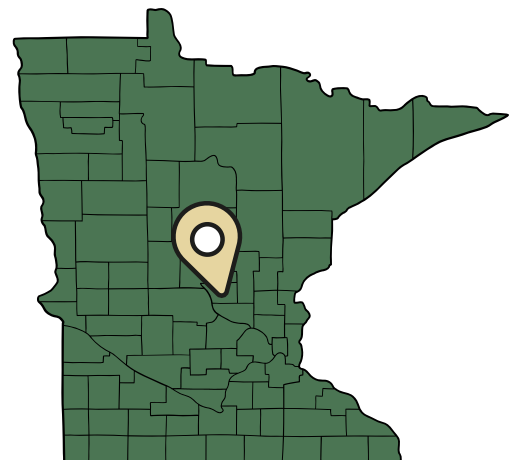
Agriculture has been the center of economic activity for Benton County, and farming will continue to be one of the County's strongest economic engines. These land uses have played a pivotal role in shaping today's local and regional economy. As the County continues to promote its economic vitality through farming and agricultural uses, it is committed to finding new opportunities to diversify the economic climate. Major Employers include J-Berd/Security Fire Sprinkler/Berd Electric, Knife River Corp, and Sauk Rapids-Rice ISD.

CITIES

Foley
Gilman
Rice
Royalton (part)
St. Cloud (part)
Sartell (part)
Sauk Rapids

TOWNSHIPS

Alberta	Mayhew Lake
Gilmanton	Maywood
Glendorado	Minden
Graham	Saint George
Granite Ledge	Sauk Rapids
Langola	Watab





EDUCATIONAL OPPORTUNITIES

Two primary public school districts serve Benton County's student population.

Foley Public School District consists of an elementary school (PreK-3rd grade), intermediate school (4th-8th grade), and a high school (9th-12th grade) and serves approximately 1,500 students.

Foley High School has one of the highest graduation rates in central Minnesota.

Sauk Rapids-Rice Schools serve all or parts of the communities of Sauk Rapids and Rice. With three elementary schools (K-5th grade), one middle school (6th-8th grade), a high school (9th-12th grade), and one additional school building that houses Early Childhood and Adult Basic Education programs, the district serves over 4,500 students.

Montessori education as well as a number of denominational schools are available within the County and nearby.





HEALTHCARE

Williams Integracare has been a staple in the City of Sartell for more than 40 years. Integracare Clinic – Foley opened its doors in 2022, offering primary care, chiropractic, physical therapy, and occupational therapy care. Integracare is an independently owned clinic group.

CentraCare is a health care network consisting of 10 hospitals, more than 30 clinics, and several specialty care centers throughout central Minnesota, including Benton County. CentraCare's St. Cloud Hospital has a longstanding commitment to providing personalized, compassionate care for the people of Central Minnesota. As the largest health care facility in the region — including approximately 6,500 employees and a medical staff of more than 550 physicians — St. Cloud Hospital offers a full spectrum of inpatient and outpatient services.

The St. Cloud VA Health Care System offers a wide range of health, support, and facility services for Veterans in central Minnesota including primary care, mental health care, specialty care, social programs and services, and more.





RECREATION & EVENTS

Benton County offers a sense of community with various local events, parades, and festivals throughout the year. Some of the popular events include:

- Benton County Fair
- Granite City Days Festival (St. Cloud)
- Mississippi Music Fest (St. Cloud)
- Rapids River Food Fest (Sauk Rapids)
- Sartell Summer Fest
- Rice Days
- Foley Fun Days
- Gilman Days

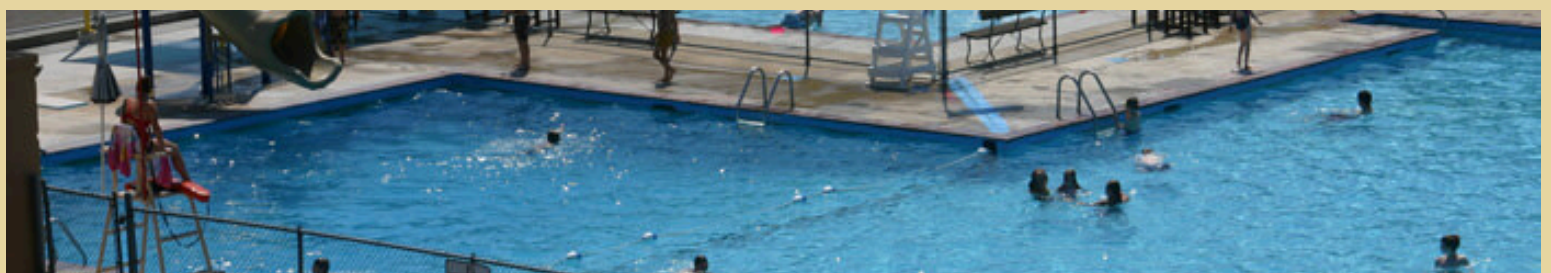
Benton County maintains and operates four county parks that encompass 338 acres in total. The two largest county parks include Benton Beach and Bend in the River. Benton County's parks provide a range of community gathering space and recreational activities. The parks system also offers a variety of options for the user such as camping, picnic shelters, trails, and passive open spaces. The park system is further complemented by city parks and open space areas.

Most of the trails in Benton County are destinations in themselves, offering scenic routes such as the Mississippi River Trail.

The Mississippi River is also a defining water feature that draws visitors throughout the region for boating, fishing, and other recreational activities. The river flows through the eastern part of the County.

Area Attractions

- Benton County Historical Museum & Society (Sauk Rapids)
- Sports Arena East (Sauk Rapids)
- Summerland Family Fun Park (St. Cloud)
- Golf Courses (Foley, Rice, Sauk Rapids, St. Cloud)
- Bob Cross Nature Preserve (Sauk Rapids)





THE ORGANIZATION

Benton County's governing body is the five-member Board of County Commissioners elected on a non-partisan basis to represent the five Commissioner districts. The County Board adopts the County budget and levy, enacts County ordinances, approves all contracts and labor agreements, makes appointments to boards and commissions, and supervises department heads whose positions are appointed by the County Board. Departments managed by appointed department heads include County Administration, Land Services, Highway, Human Services, Information Technology, and Public Health. Major County functions include public safety, social services, public health, County road and bridge reconstruction and repair, real property valuation and records, property tax assessments and collections, elections administration, land use and environmental regulations, and veterans services. Services are delivered from County facilities in Foley, with the exception of the Highway Department which is located one mile north of Foley.

Benton County is a leader in local employment and, through being inclusive, works to hire the best and most qualified individual for the position. Benton County employs 282 full-time and part-time staff as well as 10-12 summer seasonal staff. Of the 282 employees, 80% are represented by one of eight collective bargaining units. Benton County is known for its good benefits and flexible schedule that supports employees and their families, when possible.

MISSION



Quality public service

VISION



Your place to live, work and grow

VALUES



- **We Care**
- **We Respect**
- **We Listen**
- **We Serve with Integrity and Fairness**

THE HUMAN SERVICES DIVISION

The Benton County Human Services Department consists of 99 authorized full-time positions and eight operating units including child protection, child support enforcement, mental health, income maintenance, adult services and fiscal services. The Department is headed by a Director and assisted by a Deputy Director. The Human Services Director reports to the County Administrator and receives policy direction from the County Board.

The Public Health Department is separate from Human Services and operates under the direction of the Community Health Board.

The Human Services Department is the largest Department within Benton County government, with a 2024 budget of \$15.5 million.

Services provided by Benton County Human Services generally focus on statutory mandates from the State of Minnesota. In some cases, services are offered through collaborations with neighboring counties.



CORE DUTIES OF THE POSITION

- Provides operational and fiscal oversight for Human Services units.
- Develops agency policy and procedures and interprets rules and regulations.
- Develops and implements standards for quality assurance.
- Performs trend analysis and programmatic development of social services, and financial assistance programs.
- Prepares and manages the Human Services budget.
- Provides staff support to the County Board of Commissioners.
- Prepares background data, reports, recommendations, and direction to assist decision making.
- Oversees short- and long-range planning to accommodate new program development and program modifications.
- Establishes internal controls to ensure programs and services meet county, state, and federal requirements.
- Investigates and responds to client and public complaints and concerns.
- Coordinates public education regarding agency programs.
- Responsible Authority and Data Practices Compliance Official for the department; responsible for records management, including all applicable data retention and data privacy regulations.
- Provides administrative leadership to program supervisors.
- Ensures development, implementation, and updating for agency-wide safety protocols and staff training events.



DESIRED ATTRIBUTES

Individual

- Innovative and creative leader to work with an outstanding team providing essential services to residents
- A leader who understands working in a small community and is willing to be involved
- A strategic leader who, with staff, will create a vision and have significant impact on the future structure and positions within the department
- A leader who, through example and direction, will build a positive and productive work environment for all staff
- Preference to have somebody that has grown and been promoted from within human services

Relationships

- Manager who will consistently support, develop and hold staff accountable
- Manager who understands the generational differences among staff and will build a culture of cooperation and achievement
- A manager skilled in communications to keep the public, Board members and staff informed
- A change agent who can support staff by removing barriers to collaboration and helping staff to see the benefits of change
- An outgoing leader who will build trusting relationships through listening, compromising and making sound decisions in the best interest of the County

Knowledge

- Proven strong financial management skills and ability to develop good understanding of the departments financial impact on residents
- A leader knowledgeable in Human Services, asking difficult questions of department leadership and answering challenging questions from the public
- Manager with a continuous improvement mindset to evaluate the department and recommend changes in positions, programs and structure to increase efficiency
- Knowledge of Public Health being there is some overlap with Human Services
- Leader familiar with management in a public sector Union environment

Planning

- Manager who will build a successful leadership team, delegate and check in occasionally
- An analytical manager who considers data in their decision making
- Leader who is strategic, providing justification for decisions and sharing ownership in success
- A leader who is familiar with technology and its role in helping staff be more productive
- An energetic leader who takes initiative and is proactive in planning for the departments success
- A resource to Board members, attending meetings together, learning about new trends and programs and discussing how it might benefit Benton County



POSITION ANNOUNCEMENT

County: Benton County, Minnesota

Position: Human Services Director

Salary: \$108,139 to \$148,324

Application Deadline: June 20, 2024

Job Summary: Responsible for management and implementation of federal, state and county programs that provide community services for child support, financial assistance and childcare, fiscal services and collections, case aides and various divisions of social work. Directly supervises Human Services Supervisors and responsible for management of all department staff.

Minimum Qualifications: Bachelor's degree in Public Administration, Business Administration, Social Work, Psychology, Sociology, or related area, five years of relevant work experience, and three years of supervisory/leadership experience, or an equivalent combination of education, training, and experience.

Apply: Visit <https://daviddrown.hiringplatform.com/216645-benton-county-human-services-director/902594-application-form/en> and complete the application process by June 20, 2024. Finalists will be selected on July 8, 2024, and final interviews will be held on July 31, 2024.

Please direct any questions to Pat Melvin at pat@daviddrown.com or 612-920-3320 x116.



DDA

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a David Drown Associates Company

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