

**County of Monterey  
Racial Equity Officer**

**DEFINITION:**

Under administrative direction of the Assistant County Administrator, the Equity Officer will provide leadership and vision to ensure the development and management of innovative and effective strategies to achieve racial equity for Monterey County residents. The single-executive management will work with a managed structure with County departments to ensure policies and solutions to structural and institutional racism.

**DISTINGUISHED CHARACTERISTICS:**

This position will require considerable initiative, judgement and emotional intelligence, cultural humility and inclusiveness, and the ability to make independent decisions within broad policies and procedures as determined by County executive management, the Board of Supervisors, and federal, state and county laws, ordinances and regulations.

**EXAMPLES OF DUTIES:**

Oversees the design, coordination, and implementation of programs, policies and practices aimed at addressing systemic racial disparities existing in County operated programs and services.

- Develop and create awareness and understanding in the use of an equity lens to develop and implement programs, policies and practices.
- Implements the County's Racial Equity Action plan priorities and strategies
- Participates in community, regional and statewide equity collaborations on behalf of the County. This includes holding a meaningful role in the Towards a Racially Equitable Monterey County initiative.
- Establishes baseline disparity data benchmarks and processes to track and report outcomes.
- Provides leadership, guidance, training, and support to such internal and external partners in the development and delivery of equity programs and tools; and develops work plans and training materials.
- Provides expert technical guidance and leadership to management and elected officials on equity and social justice issues affecting County programs and practices based on data and analysis of proposed legislation and regulations related to equity and social justice issues.
- Leads the County's Government Alliance on Race and Equity (GARE) work, working with County equity leaders.
- Directs, evaluates and coordinates analyses and recommendations regarding race and equity policy issues and long-range plans to address department needs and services and the needs of the community; develops and coordinates reports and supporting materials to be presented to the Board of Supervisors for information or action.
- Collaborates with community and community partners to identify and address cumulative impacts of institutional and structural inequities in Monterey County.

**MINIMUM QUALIFICATIONS**

A combination of experience, education, and/or training which substantially demonstrates the following knowledges, skills and abilities:

Principles and practices of public administration including organizational leadership:

1. Knowledge and understanding of the issues surrounding access, equity, diversity, inclusion, implicit bias and institutional racism.
2. Demonstrated capacity and ability to manage start-up initiatives and determination to achieve outcomes.
3. Knowledge and experience in conflict resolution and leading difficult conversations.
4. Knowledge and experience in appropriate communication strategies to reach and engage diverse audiences with sensitivity to the interests of a wide-range of stakeholders, strategic partners, colleagues and elected officials.
5. Ability to develop and provide direction on developing relationships with communities of color, underserved or underrepresented, and differently able communities.
6. Ability to develop and sustain effective working relationships with all levels of staff, elected officials and community leaders.
7. Ability to manage change and facilitate collaborative processes.
8. Experience in conducting trainings on implicit bias, racism, and the community impact of systemic and institutional racism.
9. Ability to communicate effectively in writing and in person across a wide range of situations that include large/small, external/internal stakeholder group conversations to sensitive one-on-one discussions.