
Hillsborough County
GOVERNMENT
Florida



Human Resources Director Position Open - Apply by June 12, 2015



Welcome to Hillsborough County! Located on the Gulf of Mexico, Hillsborough County is part of a nine-county region often referred to as the “Nature Coast”. The county seat and largest city is Tampa, and with a population of almost 1.3 million people, Hillsborough is the fourth most populous county in Florida. The Tampa-Hillsborough area is a vibrant urban area with a welcoming, authentic charm. Within Hillsborough County’s 1,072 square miles of land lies a unique mix of urban, suburban and rural living. Incorporated cities in the County include Tampa, Temple Terrace, and Plant City; together these comprise roughly 16% of the total county land area and 32% of the County’s population. The remaining 909 square miles are unincorporated.

The Tampa-Hillsborough area is home to colleges, universities and technical schools including the University of South Florida (with a student population of over 47,000, the third largest university in the southeast), the private University of Tampa (located on 100 acres of prime riverfront land in the heart of Tampa), and Hillsborough Community College (with five primary campus locations, three satellite locations, a very active distance learning program, and a comprehensive corporate training center). Hillsborough County Public Schools is the eighth largest school district in the U.S. and a national model for K-12 education. County residents have access to world-class health care and an abundant assortment of housing from downtown condos and suburban developments to waterfront estates and rural escapes.

With a cost of living below the national average, a mild seasonal climate and an assortment of cultural and recreational amenities, Hillsborough County is a top destination for those seeking fun and a great place to live and work. The Tampa Bay region is home to three professional sports teams and is a spring training destination for six major league baseball teams. Hillsborough County also offers a diverse assortment of opportunities for active lifestyles as well. With a multitude of rivers, lakes and trails within its thousands of acres of parks, there is more than a casual chance to experience the natural beauty of Florida.

Of course, the County plays a significant role in ensuring the attractiveness of the area. Its recreation programs and events include boating, concerts, festivals, swimming, nature programs and more for all ages offering places to reconnect with nature and family.

History

Hillsborough County takes its name from Wills Hill, British Secretary of State to the Colonies from 1768-1772. It was first mapped and explored by the Spanish in the early 16th century. Between 1559 and 1819, the area now called Florida was under the rule of Spain, France, and Great Britain. In 1821, the United States purchased Florida for \$5 million. On January 25, 1834, the U.S. Legislative Council for the Territory of Florida approved an act organizing Hillsborough as Florida's 19th county. In 1845, Florida was granted statehood.

As first organized, Hillsborough County was a sprawling area that included what is now Pinellas, Polk, Manatee, Sarasota, Charlotte, DeSoto, Hardee and Highlands Counties, most of Glades County, and part of Lee County. Despite its size, Hillsborough's population was only 836. For many years, the history of Hillsborough County was primarily the history of Tampa. Even though the county was larger in area than some of the smaller states, it was



Photo courtesy of Visit Tampa Bay



Table I: Hillsborough County Population

Year	Population
1890	14,941
1900	36,013
1950	249,894
1970	490,265
1980	646,960
1990	834,054
2000	998,948
2010	1,299,226

Source: U.S. Census Bureau

sparsely settled. There was little county organization or county business for the officers.

Citrus and sawmills were a part of the early history of Hillsborough County but it was not until the early part of the 1900's that significant growth occurred as Florida became a destination for tourism and industry.

Demographics

According to the 2010 Census, the age distribution was as follows: 34% were under 25 years of age, 28% were between 25 and 45 years old, 26% were between 45 and 65, and the remaining 12% were over 65. The median age of 36 is relatively young for Florida. The population is 71% Caucasian, 17% African American, 3% Asian and the remainder is composed of other groups. Hispanics of all races make up 25% of the population. 87% of the population over 25 years of age has a high school degree; 30% have bachelor's degrees or higher. The median annual household income is \$49,596. 13% of all families live below the poverty line. Owner occupied housing

Table II: Climate Data for Tampa, FL

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Average High °F	70	73	76	81	87	90	90	90	89	84	78	72	82
Average Low °F	52	54	58	63	70	75	76	76	75	68	60	54	65
Precipitation Inches	2.2	2.8	3.0	2.0	2.1	6.7	7.0	7.8	6.3	2.3	1.6	2.5	46.3

Source: Weather Channel

units comprise 61% of all units.

Geography and Climate

Hillsborough County has a humid subtropical climate which is characterized by relatively high temperatures and evenly distributed precipitation throughout the year. Summers are usually somewhat wetter than winters, with much of the rainfall coming from thunderstorm activity. The coldest month is usually quite mild, although frosts are not uncommon. See Table II.

Commerce

Hillsborough County is the commercial and industrial heart of the Tampa Bay region. With its affordability, diversity, accessibility, educational opportunities and other attributes the County has become a hub for innovation in medicine, manufacturing and defense and security.

In 2013 there were over 50 companies employing over 1,000 people in the region, including global headquarters locations for companies such as Publix, Raymond James, Jabil Circuits and Tech Data. Hillsborough's 11 largest employers are listed in Table III (see page 4).

The most recently reported unemployment rate for the County was 5.2% (December, 2014 – U.S. Bureau of Labor Statistics).

The Government

Voters approved a Home Rule Charter for Hillsborough County in a countywide referendum held in September 1983. The first County Commissioners elected under this new charter took office on May 28, 1985. The County follows the Commission/Manager form of government.

Table III: Principal Employers, Hillsborough County, 2013

Employer	Type of Operation	# of Employees
Tampa General Hospital	Healthcare	6,600
Moffitt Cancer Center	Healthcare	4,300
Citi	Finance	4,000
Busch Gardens	Recreation	3,800
Casper's Company	Food Services	2,500
Humana	Healthcare	2,400
TECO Energy	Utilities	2,300
Pricewaterhouse Coopers	Prof. Services	2,200
Progressive Insurance	Insurance	2,000
JPMorgan Chase	Finance	1,900
Coca-Cola Refreshments	Support Services	1,600

Source: Hillsborough County EDC

The County Commission is an elected seven-member Board of County Commissioners (BOCC), with four elected from districts and three countywide. It sets overall policy by means of ordinances, resolutions and motions. Each Commission seat has a four-year term. Commissioners also are term limited (two terms in a district seat; two terms in a countywide seat). Terms are staggered with elections in November of even-numbered years. Four of the seven current Commissioners have served multiple terms. Three of the seven Commission seats are up for election in November of 2016 and four in 2018. The County has the usual complement of other elected, constitutional officers – Clerk of the Circuit Court, Property Appraiser, Public Defender, Sheriff, Supervisor of Elections, and Tax Collector.

The Board appoints a County Administrator who is responsible for the day-to-day operations of County government, including oversight of the Human Resources Director. 4,853 of the 9,510 County's total FTE's work under the direction of the County Administrator.

The total 2015 operating budget for Hillsborough County is \$1.7 billion (not including capital, debt service and reserves).

The Human Resources Department

The Human Resources Department is currently comprised of 56 positions. It has five key components: employee and labor

relations, strategic services (classification, recruitment, analytics), learning and organizational development, benefits services, and investigation services. The Department is responsible for contracts with four collective bargaining units – three with IAFF and one with AFSCME covering a total of more than 1,900 employees. The County self-insures through an employee medical insurance plan that is administered by CIGNA. The Department also staffs and manages a wellness center adjacent to its primary downtown Tampa location, County Center, and is considering opening a clinic for County employees. While County employees participate in the Florida Retirement System, the County contributes to and offers three deferred compensation programs for employees.

The Challenges

First, effective October 1, 2015, County Administration and several other local government agencies will assume added responsibilities as a result of opting out of the Civil Service Board (which historically has provided centralized recruitment, testing, and classification services related to classified employees as well as handling the appeal of certain disciplinary actions). The only exception will be the appeals process for classified employees. Human Resources will then assume responsibility for recruitment and testing, classification plans, pay plans, performance review and evaluation systems for all employees. In addition, Human Resources is in the process of evaluating Civil Service Rules and will modify them for County employees, as deemed appropriate in consultation with County departments. Ten positions are being added to transition responsibilities from Civil Service to Human Resources and some or all will be filled prior to October 1. The new Director will be expected to complete that transition.

Second, the County is in the final stages of implementing an Oracle e-Business Suite ERP.

Oracle HR has been live for less than a year and Oracle Learning Management is currently going live. The integration of a top tier HR and financial system along with third party software including JobAps, Kronos, and TeleStaff provide powerful tools while presenting near-term challenges as staff adjust and system stabilization continues. There is significant support from outside Human Resources being committed to assist in this transition, but Human Resources staff will need to embrace the system in order to maximize its usefulness.

Third, the County's leadership team is progressive and sincerely wants to move the entire organization forward in many areas. The challenge for the next Director will be enhancing the HR organization's ability to creatively assist departments in problem-solving, leadership development and succession planning. Linking individual and organizational performance to published metrics is a near-term priority as is continued implementation of a pay-for-performance strategy.



The Ideal Candidate

The County seeks a dynamic leader experienced in both the administrative side of a human resources function and the developmental side – creating opportunities for leadership and organizational development. The candidate must have experience with workforce planning, labor relations, compliance, talent management (including employee engagement and succession planning), change management, training and development, compensation and benefits, and employee relations.

Given the size of the HR organization, the candidate must also have proven experience in the functions of an executive, such as planning (strategic, operational, and succession), organizing, directing, and budgeting for a similarly-sized organization.

The next Director will demonstrate critical thinking skills along with independent, analytical and creative problem-solving abilities.

Training, Education and Experience

A Bachelor's degree from a four-year accredited college or university with major coursework in human resource management, industrial psychology, public administration or a related field is required. A Master's degree in one of these areas is preferred. Ten to twelve years of progressively responsible HR experience with at least five years of leadership in an HR organization of similar complexity serving a large organization is highly desirable. Public sector experience is preferred. Certification as SPHR is preferred.

Compensation

The starting salary range is expected to be in the range of \$130,000 to \$140,000 (the current maximum range for this position is \$151,466) with a generous benefit package. The County participates in the Florida Retirement System.

Residency

Residency in Hillsborough County is not required, but it is preferred. Relocation expenses are negotiable.

Confidentiality

Under Florida's public records act, once an application is submitted, it is deemed a public record. As a practical matter, we generally are not asked to divulge applicant names until after the closing date and we do not anticipate any publicity surrounding this recruitment.

How to Apply

E-mail your resume to Recruit43@cb-asso.com by June 12, 2015. Submissions by regular mail or facsimile will not be considered. Questions should be directed to Merv Timberlake of Colin Baenziger & Associates at (561) 289-7641.

The Process

Applications will be screened between June 13th and June 30th. Semi-finalists will be selected on July 1st and first round interviews will be held between July 6th and June 7th with final interviews on July 22nd with a selection shortly thereafter.

Other Important Information

Hillsborough County is an Equal Opportunity Employer and encourages minorities and women to apply. The County is committed to serving its residents, visitors, and businesses. A veteran's preference will be awarded as applicable under the Florida Statutes.

