

SANTA YNEZ COMMUNITY SERVICES DISTRICT
GENERAL MANAGER RECRUITMENT
SUPPLEMENTAL QUESTIONNAIRE

2022

Please briefly respond to each of the following questions by attaching sheets with responses keyed to these items. Please print or type responses and attempt to keep each response to one-half page, or less. Answers to all the questions are to be included with your completed job application and professional resume.

1. Briefly describe the organization in which you work (or most recently worked), including its size, makeup, and major issues facing it, together with your role.
2. Detail your experience in the areas of local agency management.
3. In your opinion, what are the three areas in which a good General Manager focuses his/her attention on an ongoing basis?
4. Please attach a copy of a recent staff report you have prepared on an important and substantive issue to give us an example of how you communicate with the Board of Directors/City Counsel. Please limit your sample to no more than five pages.
5. Detail your past roles serving an elected Board.
6. Detail your role in developing, justifying, and controlling agency budgets.
7. Describe your management and supervisory philosophy.
8. Detail your experience in assembling (hiring) and leading a small employee team. How many employees do you currently supervise?
9. Summarize your experience representing a local agency working with community groups, the County and other local agencies.
10. Outline your three major accomplishments during your applicable work history.