



**King County**

**CONFIRMATION PACKET FOR  
SAUDIA J. ABDULLAH  
AS THE DIRECTOR  
OF THE COMMUNITY CORRECTIONS DIVISION  
IN THE  
KING COUNTY DEPARTMENT  
OF ADULT AND JUVENILE DETENTION**

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## SECTION A

- Letter from Executive Dow Constantine to King County Council Chair Larry Phillips to Announce Appointment
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August 24, 2015

The Honorable Larry Phillips  
Chair, King County Council  
Room 1200  
C O U R T H O U S E

Dear Councilmember Phillips:

I am pleased to notify you that William Hayes, Director of the Department of Adult and Juvenile Detention, has appointed Saudia Abdullah as the Director of the Community Corrections Division effective August 31, 2015. Additionally, I am transmitting a motion for Council's consideration to approve Ms. Abdullah's appointment. A confirmation packet will be transmitted to the Council shortly. Ms. Abdullah's appointment is subject to Council confirmation under King County Code 2.16.122(A).

Ms. Abdullah has an exemplary record of over seventeen years in the community corrections field and her leadership skills make her uniquely qualified to serve as the Community Corrections Division Director. She most recently served as the Director of Federal Reentry Operations with Pioneer Human Services, providing technical and strategic direction to the federally-funded residential reentry programs. Ms. Abdullah has a proven track record of engaging the public, elected officials and other wide-ranging stakeholders on the value of alternatives to secured detention. She also has experience at policy reformation at the national level as well as in the technical knowledge required in the job, including operating traditional detention services, residential reentry, day reporting, private probation, parole and electronic detention. Because of her leadership and technical skills, Ms. Abdullah was an appointed member of the King County Public Defenders Advisory Board and a member of the County's Recidivism Reduction Reentry Policy Work Team. Ms. Abdullah's dedication and leadership skills align well with the County's strategic goals to provide service excellence and opportunities for all communities and individuals.

The Honorable Larry Phillips

August 24, 2015

Page 2

It is my great pleasure to request the confirmation of Ms. Abdullah as the Director of the Community Corrections Division.

Sincerely,

Dow Constantine  
King County Executive

Enclosure

cc: King County Councilmembers

ATTN: Carolyn Busch, Chief of Staff

Anne Noris, Clerk of the Council

Carrie S. Cihak, Chief of Policy Development, King County Executive Office

Dwight Dively, Director, Office of Performance, Strategy and Budget

William Hayes, Director, Department of Adult and Juvenile Detention (DAJD)

Saudia Abdullah, Director Designee, Community Corrections Division, DAJD

Caroline Whalen, County Administrative Officer, Department of Executive Services (DES)

Nancy Buonanno Grennan, Director, Human Resources Division, DES

Date Created:	August 4, 2015, 2015
Drafted by:	Richard Hayes, Senior Policy Advisor, DES/HRD, 477-3242
Sponsors:	
Attachments:	None

1 ..title

2 A MOTION confirming the appointment of Saudia  
3 Abdullah as the director of the community corrections  
4 division of the department of adult and juvenile detention.

5 ..body

6 BE IT MOVED by the Council of King County;

7 The appointment of Saudia Abdullah as the director of the community corrections  
8 division of the department of adult and juvenile detention is hereby confirmed.

August 24, 2015

Contact: Troy Bacon, 206-477-2379

## **New Community Corrections Director brings expertise in working with communities to help people transition out criminal justice**

Saudia J. Abdullah - who has demonstrated the ability to work with communities to help people transition out of the criminal justice system - has been appointed as the new Director of Community Corrections in King County's Department of Adult and Juvenile Detention.

Abdullah most recently served as the Director of Federal Reentry Operations at Pioneer Human Services in Seattle. She previously served as a Policy Analyst at the Council of State Governments Justice Center in New York City. She has also served as a member of the Advisory Board for the King County Public Defenders.

"Saudia has the proven ability to create a community-wide, systematic approach to helping people succeed after they've been involved in the criminal justice system," said William Hayes, Director of the Department of Adult and Juvenile Detention. "She will build on the progress we've made with effective alternatives to incarceration by applying the same collaborative approach that has already delivered positive results in King County."

[Read the full story online](#)



**PIONEER**  
HUMAN SERVICES

A CHANCE FOR CHANGE

7440 W Marginal Way S  
Seattle, WA 98108

206.768.1990 tel | 206-768-8910 fax  
www.pioneerhumanservices.org

August 28, 2015

Metropolitan King Council  
516 Third Ave Room 1200  
Seattle, WA 98104

Re: Confirmation of Saudia J. Abdullah as Community Corrections Division Director- King County

Dear Council Members,

I write to support Ms. Saudia Abdullah's confirmation to the position of Community Corrections Division Director—King County. Saudia is very experienced in the operation and reform of correctional systems and she has an extensive background in public policy and community partnership development. Put simply, she is uniquely positioned to lead from this position.

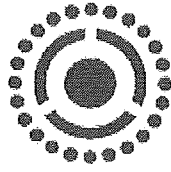
In the three years I worked with Saudia at Pioneer Human Services she demonstrated significant knowledge, skills and abilities in her leadership of our residential reentry centers. This is particularly the case as it relates to the intersection of community-based residential reentry and workforce development where she not only helped our agency design a new programmatic model grounded in the rehabilitative principles of risk-need-responsivity, but also dramatically improved employment outcomes for our residents. Saudia's most effective and endearing quality as a leader, however, is her character. She is honest, principled and always willing and able to make necessary sacrifices for the greater good. Saudia is also a charismatic communicator who is able to command the attention of a room through the authenticity of her voice and the passion with which she articulates her ideas. She is, indeed, one of those rare individuals who is just as comfortable and effective in engaging policy makers and system leaders as she is interacting with and motivating those who are or have been incarcerated.

If the Council is truly committed to reducing mass incarceration and promoting justice system accountability, then I urge you to confirm Ms. Abdullah as the Director of the Community Corrections Division of King County.

Sincerely,

Stephen Woolworth, Ph.D.  
Vice President, Adult & Juvenile Reentry  
Pioneer Human Services  
7440 W. Marginal Way S.  
Seattle, WA 98108  
(206) 766-7018/steve.woolworth@p-h-s.com





**National Network  
For Safe Communities**  
Saving Lives, Saving Communities

August 28, 2015

Metropolitan King Council  
516 Third Ave Room 1200  
Seattle, WA 98104

Re: Confirmation of Saudia J. Abdullah as Community Corrections Division Director- King County

Dear Council Members,

As the Senior Project Manager of the National Network for Safe Communities Chicago Violence Reduction Strategy, I am writing in support of Saudia J. Abdullah's confirmation to the position of Community Corrections Division Director- King County. Saudia's extensive background in prison reentry and correctional reform coupled with her experience in public policy and community partnership has uniquely positioned her to lead on issues related to community corrections.

It was in my previous role as the Midwest Regional Manager for BI Incorporated (now a division of the GEO Group) that I worked with Saudia. She was a part of my management team for a statewide prisoner reentry program. I personally watched and mentored Saudia as she moved from a direct service role to a supervisory role. This reentry program was nationally recognized for the utilization of evidenced-based practices demonstrating reductions of recidivism up to 41% of a high risk parole population.

In addition to her strong work in the reentry community, Saudia continues to establish herself as a well-respected and leader both locally and nationally. Saudia is tenacious in nature and leads with a wisdom and confidence beyond her years. She leaves and indelibly positive impression on staff and senior leadership.

I believe that Saudia is an excellent choice to lead King County's Community Corrections Division. I strongly urge you to support her confirmation to the position of Director.

Sincerely,

Thomas M. Hurley  
Sr. Project Manager, Chicago Violence Reduction Strategy

SEIU HEALTHCARE NW  
HEALTH BENEFITS TRUST

September 1, 2015

Metropolitan King Council  
516 Third Ave Room 1200  
Seattle, WA 98104

Re: Confirmation of Saudia J. Abdullah as Community Corrections Division Director - King County

Dear Council Members,

As the Senior Director of SEIU health benefits trust, I am writing in support of Saudia J. Abdullah's confirmation to the position of Community Corrections Division Director - King County. Saudia's extensive background in prison re-entry and correctional reform coupled with her experience in public policy and community partnership has uniquely positioned her to lead on issues related to community corrections.

In my previous role as the Vice President of Behavioral Health for Pioneer Human Services I had the opportunity to work with Saudia. Upon the passing of the Affordable Health Care Act she reached out to determine a way in which behavioral health clinicians could assist those returning from federal custody in gaining access to much needed health care. She was a staunch proponent of making sure not only staff but client safety was a top priority of the entire agency. She was collaborative and transformative in her approach when working with a variety of divisions.

Saudia continues to prove herself to be a highly capable strategic thinker. She is able to see the big picture. I believe that Saudia is an excellent choice to lead King County's Community Corrections Division. I strongly urge you to support her confirmation to the position of Director.

Sincerely,



Cheryl Strange  
Senior Director of SEIU Health Benefits Trust

*Integrity*  
Pastor Joe & Lady Pam Bowman



## LIFE CHURCH

Real People • Real Life • Real Love  
Psalm 25 21, Psalm 41 12, John 10 10

August 25, 2015

Metropolitan King Council  
516 Third Ave Room 1200  
Seattle, WA 98104

Re: Confirmation of Saudia J. Abdullah as Community Corrections Division Director – King County

Dear Council Members:

It is with dignity and honor that I pen the attributes of such a wonderful human being. I have known Saudia J. Abdullah for over three years. She is a gifted and competent leader that is purposed and poised for greatness. Saudia is a consistent example of an individual determined to reach their goals with perseverance.

Saudia is honest about her insufficiencies, while confident in her competent abilities and still human enough to show high-levels of compassion. The aforementioned combination of traits is rare for one individual to possess. Saudia's love and care for people is unabridged. Her thoroughness always reaches beyond completing the task.

Saudia is the consummate team player with a grasp on the "pulse" of the necessary elements to keep the community's perspective - in which I believe correlates the balance of awareness and accessibility. Saudia is a model of self-sacrifice, a motivator to all she comes in contact with. She has a gift to assimilate, with proficient abilities to unify individuals cross-culturally and to stitch the "fallen hem" of the cultural divide.

Saudia possesses a strength and determination that I have not seen in most leaders. Amazingly, she overcomes her challenges with a positive perspective and a heart filled with praise. I am so inspired by Saudia's strength, diligence and perseverance in rough times. She remains stalwart to her tasks and her spirit is rarely broken. Raised in a community with several negative diversions, Saudia faltered not to those negative influences in her environment and became resilient and focused as a inspiring women of influence. Saudia beat the odds!!!

Saudia will be a tremendous asset to the people of OUR County, our country and our world. I look forward to Saudia leading the charge for reform, declined recidivism, racial reconciliation, equity and equality. I fully encourage you to support her confirmation to the position of CCD Director.

Sincerely,

*Joseph S. Bowman IV*  
Joseph S. Bowman IV, B.S., M.A.  
Senior Pastor  
Integrity Life Church

## SECTION B

- Letter from Executive Dow Constantine appointing Saudia J. Abdullah to the position of Director of the Community Corrections Division in the King County Department of Adult and Juvenile Detention
- Letter from Saudia J. Abdullah to King County Chair Larry Phillips to Acknowledge Willingness to Comply with County Code Provisions
- Resume



## **King County**

### **Department of Adult and Juvenile Detention**

#### **DAJD Administration Division, Human Resources**

500 - 5<sup>th</sup> Avenue (M/S: KCF-AD-0600)  
Seattle, WA 98104

August 31, 2015

**Transmitted Electronically  
& Via US Mail**

Saudia Abdullah

#### **RE: Offer Letter – Division Director, Community Corrections**

Dear Ms. Abdullah:

Congratulations! I am pleased to confirm your appointment to the position of **Division Director** with the King County Department of Adult & Juvenile Detention (DAJD), Community Corrections Division. Your appointment will be effective **Monday, August 31, 2015**, and your rate of pay will be \$60.8337 per hour (Range 79, Step 5– 2015 KC Square Salary Table).

Your office location will be in the Community Corrections Division Administration area, located in the King County Yesler Building, 400 Yesler Way, Room 240, Seattle, WA 98104. Your work schedule will be Monday through Friday, 8:00 a.m. to 5:00 p.m. This position has a standard 40-hour workweek and is exempt from the overtime provisions of the Fair Labor Standards Act (FLSA). Please contact DAJD Director William Hayes at (206) 477-2801 for more information regarding your work hours.

All FLSA overtime exempt employees are expected to work the hours necessary to satisfactorily perform their jobs. FLSA overtime exempt employees are paid on a salary basis and are not eligible for overtime pay or compensatory time accrual. Pursuant to the Executive Policy, PER 8-1-1, you will be eligible to be considered for Executive Leave. For the remainder of the calendar year 2015, you will be granted three (3) days of executive leave.

#### **CONDITIONS OF EMPLOYMENT:**

This is a career service exempt position, which means it is not covered by the County's career service system. As a career service exempt employee, you are an at-will employee and serve at the pleasure of the appointing authority. You may be terminated from employment at any time without cause.

#### **BENEFITS ELIGIBILITY:**

Within your first week of employment, you will meet with DAJD Finance to complete payroll paperwork. Appropriate identification and social security card will be required, please plan accordingly. Enclosed you will find a list of acceptable forms of identification for your reference; in addition, you will find payroll documents that you should complete and bring with you on your first day with us.

S. Abdullah – Offer Letter  
August 31, 2015

As a new employee, you will be entitled to receive medical, dental and life insurance benefits effective September 1, 2015. You are also entitled to a free ORCA card which allows travel on Metro, Community Transit and Pierce County public transportation. A discounted Kitsap Transit/Washington State Ferry pass is also available for those employees who reside on the west side of Puget Sound.

Please note that all newly hired King County employees are required to attend the King County New Employee Orientation (NEO) within seven business days of being hired. You are scheduled to attend the King County New Employee Orientation on **Wednesday, September 9, 2015**, from 9 a.m. to 1:00 p.m. in Room 121 of the Chinook Building, at the corner of Fifth Avenue and Jefferson Streets. At this mandatory meeting, you will receive additional information about all of the King County employee benefits, and the Washington State Public Employees Retirement System (PERS). You may review the details of these programs on our website at:

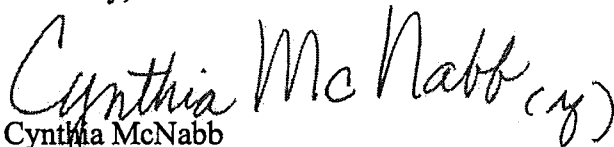
<http://www.kingcounty.gov/employees/benefits/YourKingCountyBenefits.aspx>.

**GENERAL PROVISIONS:**

Please understand that the provisions of this letter do not constitute an express or implied employment contract, but are simply statements of information that are important for you to know. If you have any questions about this appointment letter or this position, please feel free to contact me at 206-477-6461.

Congratulations on your selection for the position! Please do not hesitate to call if you have any questions.

Sincerely,



Cynthia McNabb  
DAJD Human Resources Service Delivery Manager II

Enclosures: Confirmation Return copy w/ envelope

cc: DAJD Payroll  
Personnel/BIQ File

I acknowledge receipt of this hire letter:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please sign, date and return one copy of this letter and return it to Cynthia McNabb, DAJD-HR Manager at [Cynthia.McNabb@kingcounty.gov](mailto:Cynthia.McNabb@kingcounty.gov); via fax at (206) 205-5666 or via US Mail (address: King County Correctional Facility, Attn: Cynthia McNabb, 500 Fifth Avenue, Seattle, WA 98104). You may retain the original letter for your records.

August 26, 2015

The Honorable Larry Phillips  
Chair, King County Council  
Room 1200  
COURTHOUSE

RE: Acknowledgement to Comply with County Code Provisions

Dear Councilmember Phillips:

I am pleased to accept the King County Executive's appointment to the position of Director of the Community Corrections Division in the King County Department of Adult and Juvenile Detention. Pursuant to King County Code Section 2.16.110(E) (5), please accept this letter as my acknowledgement that the Council's confirmation process may require the submittal of information relating to my background and expertise.

I look forward to receiving the Council's consideration for confirmation.

Sincerely,



Saudia J. Abdullah  
Director Designee

cc: King County Councilmembers

# Saudia J. Abdullah

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## Core Competencies

- *Understanding of Criminogenic Risk factors and Responsivity*
- *Developing Recidivism reduction strategies for States, Counties and local municipalities*
- *Executive Leadership experience*
- *Political Acumen*
- *Resource Development and Allocation*
- *Budget formulation and allocation*
- *RFP/Grant proposals*
- *Contract interpretation and administration*
- *Program Implementation*
- *Contract compliance and quality assurance*
- *Building Community Capacity and Collaborations*
- *Gaining Stakeholder buy-in*
- *Experienced in operating Traditional Detention Services, Residential Reentry, Day Reporting, Private Probation, Parole, Electronic Detention, & Community Corrections*

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## Education

**Georgia Southern University**  
September 1993- August 1997  
**BS- Justice Studies**

**Kaplan University**  
July 2010-February 2013  
**MS-Public Administration**

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## Boards and Committees

**Job Assistance Legislation**  
Stakeholder Panel  
Panel Member  
Seattle, Washington

**King County Public Defenders**  
Advisory Board  
Appointed Board Member  
King County, Washington

**Recidivism Reduction Reentry**  
Policy Work Team  
Member  
King County, Washington

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## Professional Experience

**Director of Federal Reentry Operations**  
*Pioneer Human Services~ Seattle, Washington*  
2012- Present (2 years, 10 months)

- *Oversee program budget in excess of \$5 million dollars*
- *Pursue, build and strengthen strategic partnerships with key stakeholders in the greater Northwest Region*
- *Respond to Request for Proposals*
- *Provide technical and strategic direction to the Federal Bureau of Prisons funded residential reentry programs by evaluating and improving existing business process for all units*
- *Strengthens and sustains policy framework for Pioneer Human Services*
- *Develop quality control plan to standardize operational practices*



**Policy Analyst**

*Council of State Governments Justice Center ~New York, NY*

2011 –2012 (1 year, 6 months)

- Develop written products, such as policy briefs, and research memos that describe complex analyses and policy options to policymakers
- Provide education, training, and technical assistance to states, tribes, territories, local governments, service providers, non-profit organizations, and corrections institutions working on prisoner reentry.
- Participate in technical assistance delivery to 2<sup>nd</sup> Chance Act grantees by coordinating, attending, and documenting site visits in jurisdictions across the country
- Developing/expanding a knowledge base on criminal justice system dynamics, prison population projections, and probation, parole, and corrections best practices

**Program Director**

*Community Assistance Program's~ Chicago, IL*

2008- 2009 (1 year, 1 month)

- Managed an agency site and 13 assigned programs
- Coordinated and oversaw the delivery of program services to the Illinois Department of Corrections (IDOC), Illinois Department of Human Service, Illinois Department of Children and Family Services, and Illinois Department of Rehabilitative Services.

**State Reentry Program Compliance Manager**

*BI Incorporated ~ Chicago, IL*

2005- 2008 (3 years, 4 months)

- Coordinated and oversaw the delivery of program services to the Illinois Department of Corrections (IDOC)
- Ensured contract compliance with Federally funded dollars
- Compiled, evaluated, analyzed and reported outcome measures to validate the success of the Transitional Jobs programs in the Day Reporting Program
- Allocated funding to community providers for delivery of services to IDOC parolees

**Case Manager/Aftercare Coordinator**

*BI Incorporated ~ Chicago, IL*

1999- 2003 (4 years, 3 months)

- Developed an Aftercare plan for Illinois parolees completing the Day Reporting Center program
- Utilized the "What Works" system of cognitive behavioral case management to assist parolees with reentry to the community
- Developed and maintained relationships with community agencies to promote and build community capacity

## SECTION C

- Background Check Authorization
- Sheriff's Law Enforcement Background Investigation Report
- Financial Public Disclosure Form

## AUTHORIZATION TO RELEASE INFORMATION

APPLICANT'S FULL NAME: Saudia J. Abdullah

CURRENT ADDRESS:

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PHONE #: \_\_\_\_\_ DATE: 8/31/15 SIGNATURE: S J Abdullah

To Whom It May Concern:

I hereby authorize any Police Officer or other authorized representative of the King County Sheriff's Office (hereafter as "KCSO") bearing this release or a copy of it, within one year of its date, to obtain copies of any information in your files concerning me, or information pertaining to my employment, including, but not limited to documents concerning my arrest and conviction history, credit history, or education, academic achievement, attendance, athletics, medical, psychological, personal history, work performance, background investigations, polygraph examinations, and any and all internal affairs investigations and discipline, regardless of whether the information released may be derogatory in nature, including any files which are deemed to be confidential, and/or sealed.

I hereby direct you to release this information upon request of the bearer, regardless of any agreement I may have made with you previously to the contrary. The law enforcement organization requesting the information pursuant to this release will discontinue processing my application if you refuse to disclose the information requested to the department. This release is executed with full knowledge and understanding that the information is for the official use of the KCSO. I authorize the KCSO to read, review, or photocopy any documents to allow them to assess my suitability as a Department employee.

Consent is granted for the KCSO to furnish the information described above to third parties in the course of fulfilling its official responsibilities. I further understand that I waive any right or opportunity to read or review any information provided in the background investigation report prepared by the KCSO.

I hereby release you, as my employer, former employer, or representative of either of them and any school, college, university, or other educational institution, credit bureau, lending institution, consumer reporting agency, legal firm, medical institution, law enforcement agency, or related personnel, both individually and collectively, from any and all liability for damage of whatever kind, which may at any time result to me, my heirs, or my assigns because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any questions as to the validity of this release, you may contact me as indicated below. I understand that I have the right to receive a copy of this authorization and acknowledge that I have received a copy.

I understand that the Privacy Act, 5 USC § 552a, prohibits disclosure of certain federal records without my signed authorization or other statutory exemption. My signature above indicates my express permission to release these records pursuant to 5 USC § 552a (b), to the KCSO for their use in conducting this

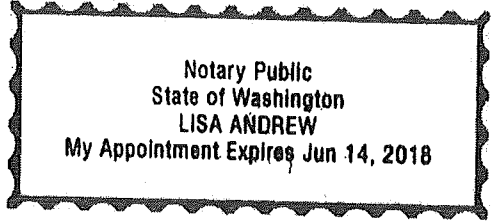
background check.

A photocopy, e-mail transmission, or telephonic facsimile (fax), or any other legible, non-original of this Authorization shall be valid as an original, even though such photocopy or fax does not contain my original electronic or handwritten signature. This release is valid for one year from the date of my signature.

Notary Signature *Lisa Andrew* Date 8/03/15

Subscribed and sworn to before me this 3 day of August, 2015.

Notary Seal:





## King County

### Human Resources Management Division

Department of Executive Services

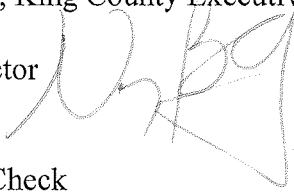
King County Administration Building  
500 Fourth Avenue, Room 553  
Seattle, WA 98104

**206-296-7340** TTY Relay: 711  
[www.kingcounty.gov](http://www.kingcounty.gov)

### MEMORANDUM

**DATE:** September 1, 2015

**TO:** The Honorable Dow Constantine, King County Executive

**FR:** Nancy Buonanno Grennan, Director  
Human Resources Division 

**RE:** Saudia Abdullah – Background Check

I received the law enforcement background check conducted on Saudia J. Abdullah, Director of the Community Corrections Division in the King County Department of Adult and Juvenile Detention, by the King County Sheriff's Office.

The report contains no adverse information nor reveals any prior criminal record that disqualifies her for this position.

Thank you.

# Statement of Financial and Other Interests

King County Board, Commissions, Committees, and other  
Multimember Bodies

Filing Year 2014

Read all instructions carefully, then fully complete each section.  
Incomplete forms cannot be filed.



King County

Ethics Program  
Office of Civil Rights & Open Government  
Department of Executive Services  
CNK-ES-0215  
401 Fifth Ave., Suite 215  
Seattle, WA 98104  
206-263-7821 Fax 206-296-4329  
TTY Relay 711  
board.ethics@kingcounty.gov

Name: Saudia J. Abdullah

Board or Commission: Public Defense Advisory Board

I am filing within two weeks of initial nomination or appointment, reporting on the preceding 12 calendar months.  
Nomination or appointment date:

I am filing an annual statement, reporting on calendar year 2014 (see Item No. 3, "Period of Reporting" in Filing Instructions.)

## Financial and Other Interests to Report

Note: Underlined terms are defined in the Filing Instructions and in the Code of Ethics.

### A. Compensation, Gifts and Things of Value

During the reporting period, did you, or a member of your immediate family receive compensation, gifts, or things of value from any person engaged in any transaction with King County in which you participated or for which you had responsibility as a board, commission or committee member?

No  Yes

If yes, please provide the following information:

- 1) Name of each person engaged in any transaction with King County from whom the compensation, gift, or thing of value was received
- 2) Name of individual who received the compensation, gift, or thing of value and their relationship to you

Describe the situation and provide any additional information regarding the compensation, gift, or thing of value for the Ethics Program's consideration below.

### B. Financial Interests

During the reporting period, did you, or a member of your immediate family possess a financial interest in any person engaged in any transaction with King County in which you participated or for which you had responsibility as a board, commission or committee member?

No  Yes

If yes, please provide the following information:

- 1) Name of each person engaged in any transaction with King County in whom a financial interest was possessed
- 2) Name of individual who possessed the financial interest and their relationship to you

Describe the situation and provide any additional information regarding this financial interest for the Ethics Program's consideration below.

**C. Positions**

During the reporting period, did you, or a member of your immediate family hold a position in any person engaged in any transaction with King County in which you participated or for which you had responsibility as a board, commission or committee member?

No     Yes

If yes, please provide the following information:

- 1) Name of each person engaged in any transaction with King County with whom the position was held
  
- 2) Name of individual who held the position and their relationship to you
  
- 3) Title of the position held

Describe the situation and provide any additional information regarding the positions(s) for the Ethics Program's consideration below.

**D. Real Property**

During the reporting period, did you, or a member of your immediate family possess a financial interest in any real property that was either involved in or the subject of a King County action? Property for which the only King County action was valuation or revaluation for tax purposes does not have to be reported, except that employees of the Department of Assessments and Board of Appeals who are required to file this statement shall report property for which valuation or revaluation actions were taken by King County during the reporting period.

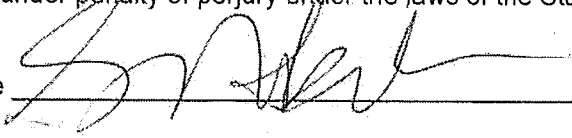
No     Yes

If yes, please provide the following information:

- 1) Street address, parcel number, or legal description of real property involved in or subject of a King County action  
\_\_\_\_\_
  
- 2) Name of the individual who possessed the financial interest and their relationship to you
  
- 3) Name of the King County department involved in the King County action

**F. Declaration**

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true, complete, and correct.

Signature 

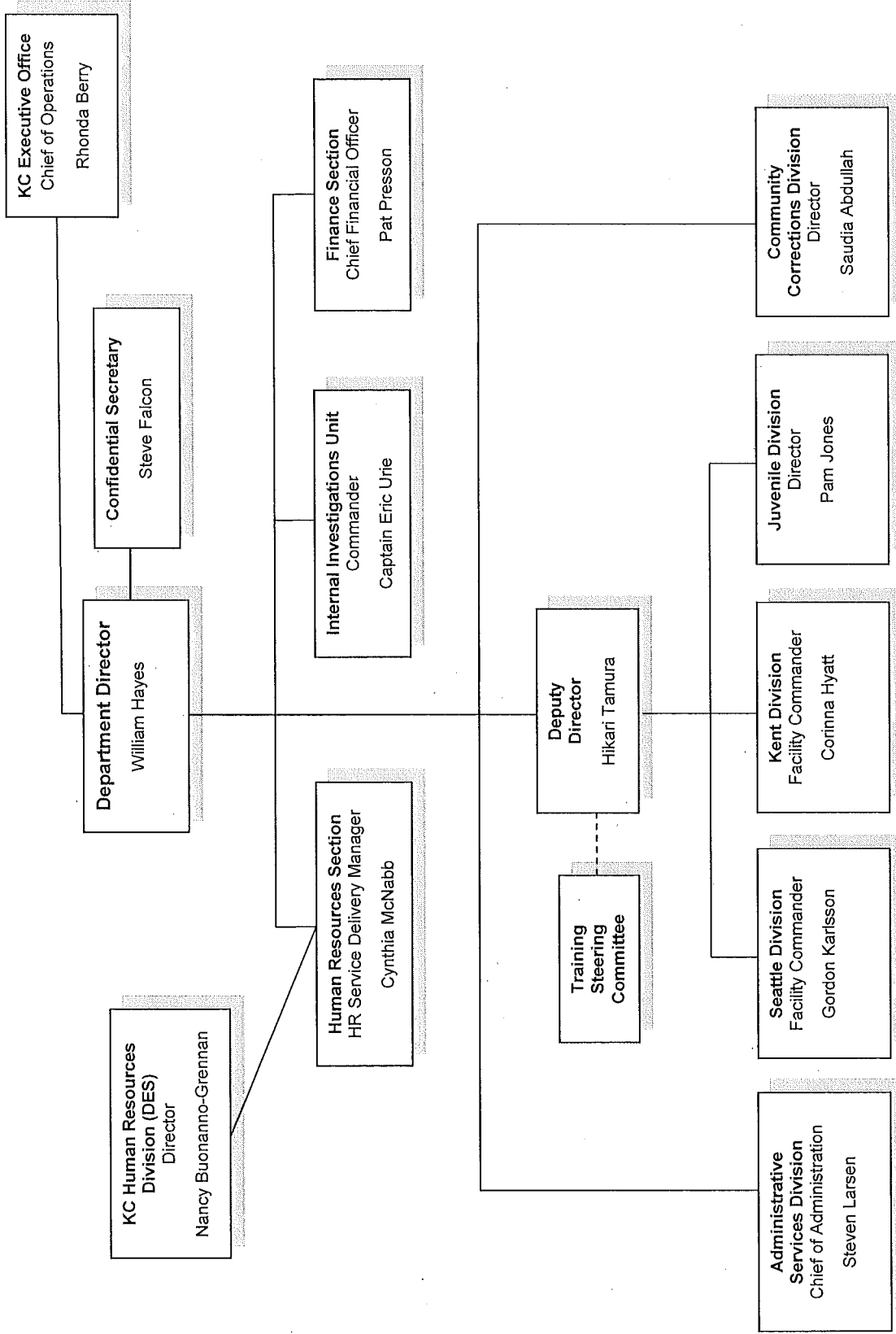
Signed on April at 15, 2015                      Seattle  
Date      City      State      WASHINGTON

## SECTION D

- Department Organizational Chart
- Position Description



# Department of Adult and Juvenile Detention



**King County**

Invites Applications for the Position of:

**Director, Community Corrections Division**Apply online at <http://www.kingcounty.gov/jobs>

*King County is committed to equity and diversity in the workplace. In addition, the county is committed to recruiting and maintaining a quality workforce that shares our guiding principles: collaborative, service-oriented, results-focused, accountable, innovative, professional and fair and just.*

**OPENING DATE/TIME:** 05/11/15 12:00 AM (GMT -8:00)**CLOSING DATE/TIME:** 07/24/15 05:00 PM (GMT -8:00)**SALARY:** \$112,403.20 - \$142,459.20 Annually**LOCATION:** King County Community Corrections - 400 Yesler Way Ste 420, Seattle**JOB TYPE:** Appointed**DIVISION:** Department of Adult & Juvenile Detention**JOB NUMBER:** 2015-04795**SUMMARY:****GO PUBLIC - MAKE A DIFFERENCE**

**King County** is taking public service to a new level and winning **national recognition as a model of excellence**. Over 13,000 talented and passionate team members provide more than 2 million residents with excellence and equity in the essential services that make this one of the nation's best places to live, work, play and raise a family. Together, we're changing the way local government does business—both as an employer and as the provider of public services including health, transportation, parks, environmental sustainability, justice and safety.

The **Department of Adult and Juvenile Detention's Community Corrections Division** is seeking a new **Community Corrections Director** to lead its talented staff of 46 members to more efficient and effective alternatives to incarceration. The County's Community Corrections staff works collaboratively across the criminal justice system to **create evidence-based programs that decrease the individual's involvement in the criminal justice system as well as improve the quality of life of each program participant**. The Director will be actively involved in advancing the Executive's efforts to reduce recidivism and improve participant reentry into their communities.

The ideal candidate to lead this office will be innovative and solutions-focused, with the ability to think creatively and move adeptly to address changing legal mandates and standards, in light of shrinking resources as well as outdated technical systems and tools. The leader will also have a passion for community relations and outreach with the proven ability to build strong, effective working relationships with a wide array of stakeholders, including the courts, community service

providers, prosecutors, defense counsel, and law enforcement.

King County is one of the most diverse communities in the nation. Particular experience and skill working effectively with multicultural/ethnic communities will be critical for success in this position.

The director will be an innovative and engaging leader with recognized judgment, objectivity, and integrity. She or he will have a commitment to achieving solutions and results, while working with and across the organization to obtain those results. Reporting to the Director of Adult and Juvenile Detention with a close working relationship with the Office of the County Executive and County Council, the position provides leadership and oversight of a variety of programs serving approximately 6,000 individuals annually. Programs are designed to provide alternatives to jail in the adult criminal justice system, allowing offenders to maintain their jobs, support their families, and provide restitution through service to their community, as well as to connect participants to other services needed to improve the quality of their own lives.

**The Ideal Candidate will possess:**

- Direct experience with and a strong knowledge of community corrections programs and services including evidence-based offender interventions
- The ability to be innovative, turn a strong vision into reality, and have strong strategic planning, project management, and creative problem-solving skills
- Excellent judgment and decision-making skills with the confidence and ability to make and execute decisions effectively while meeting time sensitive deadlines
- A proven track record in establishing and maintaining strong, collaborative partnerships with the staff, judiciary, law enforcement and social services agencies
- An understanding of the criminal justice system, legal issues and the complexity of operational issues in community programs including social services, treatment and the complex community corrections process
- Exceptional leadership ability with demonstrated success in developing and motivating staff, building employee morale, and leading by example
- Experience with fostering an atmosphere of mutual respect and dignity for both staff and customers; proven ability to interact effectively with people of different cultures and socio-economic backgrounds
- Be committed to fairness and a strong sense of personal integrity
- An understanding of and sensitivity to how organizations work and to the ability to build relationships to get things done through both formal and informal channels
- Communicates effectively, orally and in writing, with exceptional community and presentation skills across a wide spectrum of audiences, adjusting terminology to the specific audience

**Application Process:**

This exciting opportunity is open to all applicants and will remain open until filled. The first review date of consideration will be May 25, 2015.

**We encourage you to apply online at [kingcounty.gov/jobs](http://kingcounty.gov/jobs) or submit your resume with**

**cover letter detailing your interest to Meghan McKnight at [Meghan.McKnight@kingcounty.gov](mailto:Meghan.McKnight@kingcounty.gov). Call her at 206-263.1323 if you have any questions regarding this opportunity.**

**SUPPLEMENTAL INFORMATION**

Candidates selected for the final round of interviews will be asked to complete a criminal background investigation, including a polygraph examination, fingerprinting and reference check.

**Why Work for King County?** Every employee has the opportunity to make a positive difference in the lives of King County residents. Besides making a difference in our community, our career service employees can achieve work/life balance through our generous leave program, including 12 paid holidays, vacation with pay, and sick leave. We also offer a host of other benefits that include employer-paid medical and dental coverage. To learn more, please visit <http://www.kingcounty.gov/jobs/benefits.aspx>.

King County is an equal opportunity employer and we encourage persons of diverse backgrounds to apply. We recognize that diverse knowledge, perspectives, ideas, experiences and qualities of all employees are critical to our success. King County is committed to fostering an inclusive workplace that reflects the diversity of our residents, meets the needs of the communities we serve, and leverages the power of our employee's individual uniqueness to be the best run government in the United States.

**Note: Online applications are preferred. However, if you cannot apply online, go to [www.kingcounty.gov/jobs](http://www.kingcounty.gov/jobs) for other options.**

**If you need an accommodation in the recruitment process or an alternate format of this announcement, please inquire directly with the contact listed on the job announcement or the department's Human Resources Service Delivery Manager.**