



DIRECTOR OF DIGITAL EQUITY

**INTERNAL SERVICES DEPARTMENT
COUNTY OF LOS ANGELES, CALIFORNIA
\$165,374-\$257,190 DOE/DOQ**



IN AN EFFORT TO ADDRESS THE DIGITAL DIVIDE in the greater Los Angeles area, the County of Los Angeles, Internal Services Department (ISD), is seeking a Director of Digital Equity (DE Director) to lead its digital equity initiatives and programs. This newly created position is an exciting opportunity to bridge the gap between those who do and do not have easy access to essential digital resources that allow our residents to succeed in school, work, and life. The County is looking for someone who is passionate about digital equity and inclusion. Prospective candidates should be skilled at strategic thinking, creative problem-solving, and fostering partnerships and coalitions to advance initiatives supporting broadband internet access, affordability, and adoption. This is a unique opportunity to direct digital equity activities across each of the County's 88 municipalities and unincorporated areas. This essential leader will use their relationship-building and influencing skills to work closely with Elected Officials, County departments, public agencies, academic networks, community-based organizations, and the private sector to secure public and private funding opportunities for the County.

The successful candidate will have a passion for digital equity initiatives and have a deep understanding of the challenges that communities face concerning broadband. The ideal candidate will understand how to effectively navigate through bureaucracy and convene people from all different backgrounds, disciplines, and communities to unite internal and external stakeholders toward a common goal. While reporting to the Director of the Internal Services Department and receiving support from ISD staff, this leader will also have the chance to build a legacy in their career through determination, perseverance, and community service. If you are ready to serve as a positive force in your community while utilizing your expertise in digital equity programming, broadband technologies, and innovative business models, apply now!



the **COMMUNITY & COUNTY**

THE COUNTY OF LOS ANGELES, one of California's original 27 counties, covers 4,084 square miles and has the largest population of any county in the nation—nearly 10 million residents who account for approximately 27 percent of California's population. As a subdivision of the state, the County is charged with providing numerous services that improve the lives of all residents.

The Internal Services Department is headquartered in East Los Angeles, California, with locations in Downey, downtown Los Angeles, and beyond. East Los Angeles is located in central Los Angeles County, six miles east of downtown Los Angeles. LA County has access to business resources, renowned educational institutions, and a geographical terrain that meets every outdoor adventurer's desires from the Pacific Ocean to National Parks. LA County is known for its diversity and is home to many ethnicities. Its constituents speak over 224 languages, and the cultural diversity is reflected in its food, art, theatre, music, and other entertainment and recreational activities.

BRIDGING the DIGITAL DIVIDE

A S DIGITAL TOOLS CONTINUE TO BECOME a ubiquitous part of everyday life, local governments must consider the repercussions of a lack of digital equity in their communities. Such divides disproportionately impact Black and Latino or Hispanic households, as well as those with lower incomes and educational attainment. This is evident when considering an estimated 416,000 households in the County do not have a home internet subscription. As a result of a Board motion to deepen the County's commitment to equitable deployment of enhanced regional broadband infrastructure and establishing an intergovernmental broadband coordinating committee, the County created the Digital Equity Director role within the Internal Services Department (ISD).

The ISD was deemed the appropriate department to lead this effort, as it had been named the lead on Digital Equity efforts in the County. The ISD is a general services organization that supports the County by providing a range of support services to other County departments in the areas of purchasing, contracting, facilities, information technology, energy and environmental programs management, parking, and mail services. The current Department operating budget is approximately \$870 million with 2,151 budgeted positions, plus a contracted workforce of over 5,000.

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[SEE THE FULL BOARD MOTION HERE](#)

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the *JOB*

THE DIGITAL EQUITY DIRECTOR (DE DIRECTOR)

will serve as a positive force in the County and champion initiatives that will make LA County the leader in digital equity efforts and delete the digital divide in the Greater Los Angeles community. The DE Director will serve the community by overseeing the County's digital equity efforts and assessing viable options for the County to facilitate residential access to reliable broadband service in low-income communities. They will lead regional coordination across each of the County's 88 municipalities and unincorporated areas while promoting effective use of grant programs and sharing resources and best practices to improve broadband deployment. The DE Director will serve as the convener of the Intergovernmental Broadband Coordinating Committee (IBCC), working with a variety of stakeholders across the County and community. They will serve as a digital equity ambassador while making recommendations to community partners and digital equity groups. This is a novel chance to support a variety of digital equity efforts in the community, such as increased broadband adoption, accessible education and digital literacy programs, and improved policies and procedures.

Read more about the County's Digital Divide Blueprint that helped to initiate the Board Motion:

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[DIGITAL DIVIDE BLUEPRINT](#)

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| MAJOR FOCUS AREAS |

- Establish and lead the IBCC to expand affordable and reliable internet access, with a stakeholder-inclusive legal framework, charter, and aggressive pursuit of funding opportunities.
- Within 120 days of establishing the IBCC, report to the Board regarding the structure and duties of the IBCC.
- Within 180 days of establishing the IBCC, draft and present a Charter for the IBCC to the Board for adoption.
- Translating highly sophisticated technical and legal requirements into easily understood recommendations.
- Represent the County and convene County partners and stakeholders to move forward digital equity adoption and implementation efforts.

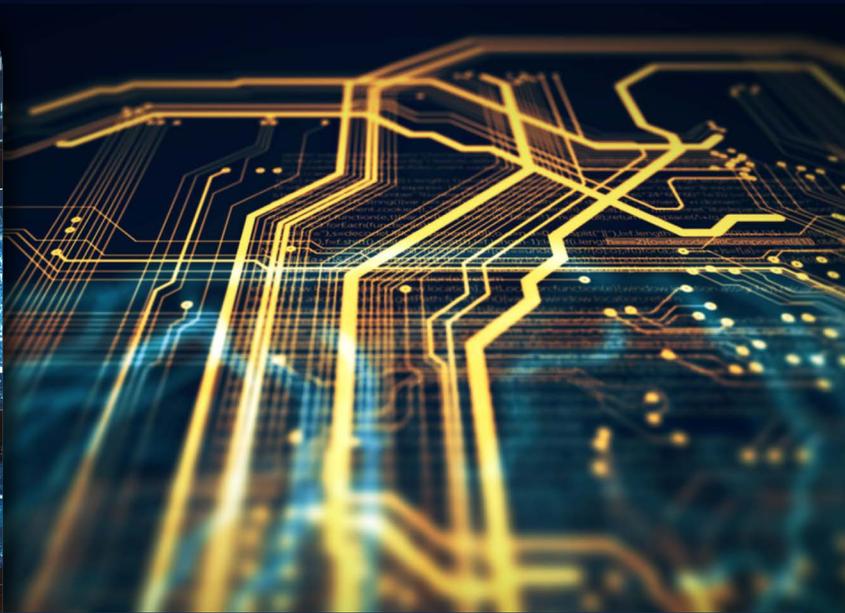
the IDEAL CANDIDATE

THE IDEAL CANDIDATE IS LOOKING to make a real change, seeing their role as a vocation rather than a day job. The successful candidate will be technically skilled, with a pulse on emerging technologies and best practices in the broadband and digital equity space. They will use out-of-the-box thinking to come up with community-focused solutions. Someone who values being a servant leader, coalition builder, and convener of people is highly desirable for this role. The DE Director will have a balanced communication style coupled with a high emotional intelligence. They will be able to explain complicated processes and systems in simplistic terms and possess a sense of customer service when serving the community. The ideal candidate will demonstrate a passion to level the playing field and be committed to the mission and vision of the County. The County is ready for a change agent who is self-motivated and able to push through politics and bureaucracy to get things done!



THE IDEAL CANDIDATE WILL ALSO...

- Possess strong leadership skills and confidence to develop essential partnerships.
- Demonstrate determination and perseverance while navigating bureaucratic processes.
- Have strong data analysis and technical comprehension skills.
- Champion forward thinking and innovation.
- Show a high-level of awareness and openness.
- Navigate a variety of technical barriers.
- Be experienced working on advocacy efforts.
- Be fiscally minded.
- Have exemplary project management skills.



EMPLOYMENT STANDARDS

- Minimum three (3) years of experience in government service, the broadband or economic and community development industries, or management consulting.
- Experience working on issues related to digital equity or bridging the digital divide, including Internet access or digital literacy gaps.
- Demonstrated knowledge and experience in digital equity programming, advancing broadband technologies, fostering innovative business models, and/or developing broadband programs.
- Public sector experience gained at the federal, state, or local level OR experience working with community-based organization with an emphasis on advocacy efforts.
- A valid California Class "C" Driver's License or the ability to utilize an alternative method of transportation to carry out job-related essential functions.





SALARY & BENEFITS

A salary of **\$165,374–\$257,190 DOE/DOQ** and an attractive benefits package that includes:

CAFETERIA BENEFIT PLAN. Benefits may be purchased using tax-free County contribution of an additional 14.5%–17% of the employee’s monthly salary.

FLEXIBLE SPENDING ACCOUNTS. Employees may contribute up to \$200 per month tax-free to a Health Care Spending Account and \$400 per month tax-free to a Dependent Care Spending Account. The County contributes \$75 per month to the Dependent Care Spending Account.

RETIREMENT PLAN. Contributory-defined benefit plan.

SAVINGS PLAN (401K). Optional tax-deferred income plans that may include a County matching contribution up to 4% of employee’s salary.

DEFERRED COMPENSATION PLAN (457). Optional tax-deferred income plans that may include a County matching contribution up to 4% of employee’s salary.

HOLIDAYS. 13 paid days per year.

EQUAL OPPORTUNITY EMPLOYER

We are an equal opportunity employer and value diversity. It is our policy to provide equal employment opportunities for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, disability, or any other characteristic protected by State or Federal law. All positions are open to qualified men and women pursuant to the Americans with Disabilities Act. We will follow all of our obligations regarding the provision of reasonable accommodations to applicants.

All County workforce members must be fully vaccinated against COVID-19 as a condition of employment. Successful candidates for this position will be required to submit proof of vaccination against COVID-19 or request an exemption for qualifying medical or religious reasons during the onboarding process. Candidates should not present proof of vaccination until instructed to do so by the hiring department.



HOW to APPLY

For first consideration, apply by **MARCH 27**, at:

WBCP JOB BOARD

SAVE THE DATES Round one interviews will be virtual and take place on **APRIL 21**. Finalists will move forward to in-person interviews on **APRIL 28**. Selected candidates must be available for both dates.

Please contact your recruiter, Sam Sackman, with any questions: sam@wbcpinc.com
541.630.0657 direct | **866.929.9227** toll-free