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LAKE COUNTY,  
ILLINOIS



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## CHIEF INFORMATION OFFICER

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Voorhees Associates LLC is pleased to announce the recruitment and selection process for the Chief Information Technology Officer (CIO) for Lake County, Illinois (pop. 703,462). This brochure provides background information on the quality of life in Lake County, the Lake County organization and the IT Department organization, including the challenges, opportunities and expected qualifications for the position. Interested candidates should submit a cover letter, résumé and contact information for five work-related references by January 20, 2012 to [VoorheesAssociates.com/current-positions](http://VoorheesAssociates.com/current-positions). Please call 847-580-4246 or email [HVoorhees@VAResume.com](mailto:HVoorhees@VAResume.com) with any questions about this position. Thank you for your interest in this excellent opportunity!

Heidi J. Voorhees, President



500 Lake Cook Road, Suite 350  
Deerfield, Illinois 60015  
TEL: 847-580-4246  
FAX: 866-401-3100

Formal applications should be submitted to:  
[VoorheesAssociates.com/current-positions](http://VoorheesAssociates.com/current-positions)

### PROFESSIONAL ANNOUNCEMENT

**Lake County, IL** (pop. 703,462) Lake County, IL, located in northeastern Illinois along the shore of Lake Michigan, seeks progressive executives with strong leadership credentials in Information Technology as candidates for their CIO position. Lake County is a large, complex organization consisting of more than 30 departments and divisions that provide services including Public Works, Law Enforcement and Criminal Justice, Transportation, Planning and Development and other traditional county functions. The county has 2,800 employees, a \$450 million budget and is governed by a 23-member elected Board. The CIO reports to the County Administrator. The successful candidate will lead an IT Department staff of 65 employees with an \$11 million budget. The position requires extensive knowledge of information technology operations and general practices, including current developments and innovations relevant to county government. Successful candidate will demonstrate excellent communication skills and significant career success in building collaborative, effective relationships across departments. Additional experience in strategic planning, complex problem solving with the

ability to work effectively in a wide variety of governmental disciplines is important. CIO is responsible for planning, implementing and directing all activities of the Information Technology Department. Furthermore, the CIO establishes departmental goals, long-range plans, objectives, policies, directives, regulations and standard operating procedures based on the needs of the County and the IT Department. Minimum requirements include a bachelor's degree in business, information technology computer science or related field, and 10 years of progressively responsible experience in information technology, including significant experience in a managerial role. Starting salary range is \$122,000-\$154,000 depending on qualifications and experience. Excellent benefits package. Send résumé, cover letter, and contact information for five professional references by January 20, 2012 to [VoorheesAssociates.com/current-positions](http://VoorheesAssociates.com/current-positions) to the attention of Heidi Voorhees, Voorhees Associates, 500 Lake Cook Road #350, Deerfield, IL 60015 Tel: 847-580-4246.

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## ***LAKE COUNTY QUALITY OF LIFE***

Lake County offers a quality of life that is unmatched for young professionals, families and corporate executives alike. Lake County is home to more than 700,000 residents and 28,000 businesses ranging from small family-owned businesses to major corporations including Abbott Laboratories, Baxter Healthcare Corporation, Takeda Pharmaceuticals North America and the Vista Health System. The County includes charming rural communities, thriving urban and suburban communities, pastoral unincorporated areas, and exciting entertainment and shopping venues. There is also a wide variety of recreational opportunities found through the miles of Lake Michigan shoreline, the Chain O'Lakes and the highly acclaimed Lake County Forest Preserves system. Located in the Chicago



metropolitan area, Lake County's population grew by more than 9% in the last ten years and remains one of the fastest-growing and most affluent counties in the state and in the nation. The county's population is expected to be 786,000 by 2020. The County's official land area according to the U.S. Census Bureau is 1,368 square miles, of which 448 square miles is land and 920 square miles is water, much of it in Lake Michigan. Lake Michigan borders the county on the east and the state of Wisconsin is the northern border. In addition to Lake Michigan, Lake County is home to 170 other lakes and rivers, 400 miles of streams and thousands of acres of wetlands.

Lake County has a rich history that began in 1839 when the Illinois State Legislature created the county. In 1841, the City of Waukegan became the county seat and remains the county seat today. Other communities in Lake County include Highland Park, Lake Forest, Lake Zurich, Barrington, Fox Lake, Deerfield, Libertyville, and many others. Gurnee, located in Lake County, is home to Six Flags Great America, Gurnee Mills Shopping Mall and Key Lime Cove Water Resort. Other Lake County attractions include the Ravinia Festival, a large outdoor entertainment venue in Highland Park, the North Point Marina in Winthrop Harbor, and Waukegan Harbor located in Waukegan. Lake County is also home to the Great Lakes Naval Station, the United States Navy's Headquarters Command for Training and the Navy's only recruit training center. Lake County's public school districts are listed among the best in the state, with many of its schools ranking among the best in the nation.

Additional information about Lake County can be found on the county's website: [www.lakecountyil.gov](http://www.lakecountyil.gov).

## ***THE COUNTY ORGANIZATION***

Lake County is governed by a 23-member elected Board who serve either a four-year or two-year term. The Board serves as the legislative body of the county government, which is made up of 2,800 employees. The County spends more than \$450 million annually and allocates funding to more than 30 departments and divisions that provide services including public works, law enforcement, health care, transportation and criminal justice. There are also eight independently elected officials responsible for their respective departments. The County Administrator is

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appointed by the County Board and serves as the Chief Administrative Officer with oversight of all appointed department heads. The current County Administrator has been in the position since 2002.

## ***THE INFORMATION TECHNOLOGY DEPARTMENT***

The Information Technology Department consists of 65 full-time positions and has an \$11 million budget. The current CIO is retiring after serving nearly ten years in the department with six of those years as Director. The County completed the installation of an ERP in 2004. The IT Department is responsible for the network connection for 51 physical locations in the county. There are 290 servers, of which half have gone through a virtualization process undertaken in the last three years. Each of the 23 departments has a liaison to IT. The IT Department is housed on two floors of the main County building located in Waukegan. The CIO has the following direct reports: the Manager of Customer Service, the Information Security Officer, the Manager of GIS and Mapping and the Assistant CIO. The Assistant CIO is responsible for all application development. There are also smaller IT groups in the Courts and in the Public Health Department that operate systems specific to their needs.

## ***CHALLENGES AND OPPORTUNITIES***

The next CIO can expect to work closely with the County Administrator's office, the executive staff, and the IT staff on the following:

- Establishment of an IT Governance Model that provides strategic planning, consistency, standards, and overall coordination for the County's IT initiatives including security policies and roll outs of new technology.
- Develop and implement policies and procedures that address the changing technology in the workplace such as mobile devices and I-Pads, recognizing and actively supporting the County's goal to reduce paper.
- Provide a forum either through the IT Governance structure or other method for communication on emerging technology issues.
- Assist county departments in the development, education, and training for new initiatives such as electronic document filing in the courts and electronic medical records applications in Public Health. Understand the business needs of the various departments and serve as a resource for assisting those departments in achieving their goals.



## ***THE CIO POSITION***

The CIO is a member of the senior executive team that reports to the County Administrator. The position's role is consistent with that of a private sector CIO. The CIO provides a business viewpoint and connection with all County departments as they interface with technology. The next CIO is expected to play a key role as a collaborative partner with all County departments, leading the IT staff in providing effective customer service to all who interact with the IT Department.

## ***CANDIDATE QUALIFICATION CRITERIA***

The following education, experience, leadership and management criteria have been identified by Lake County as important skills and abilities for candidates to possess and demonstrate:

### ***Education and Experience*** *(not in order of importance)*

Candidates must have a bachelor's degree in business, information technology, computer science or related field. A master's degree is strongly desired.

Candidates must have a minimum of 10 years of progressively responsible experience in information technology, including at least 5 years in a managerial role. Experience in a county or municipal setting comparable to Lake County in size and complexity is preferred. Experience in the role of CIO or Assistant CIO is strongly desired.



Candidates should possess extensive knowledge of information technology operations and general practices, extensive knowledge of federal, state and local laws and regulations as they relate to information technology, and a basic understanding of technology as it relates to the county's operations.

Candidates should have experience in leading and participating in an effective IT Governance Structure that establishes a strategic plan, develops consistent policies and standards, and communicates regularly with all levels of the organization.

Candidates must have strong supervisory skills with demonstrable experience in leading through subordinates, assigning projects with timelines and ultimate accountability for effective implementation.

Candidates must have experience in leading a customer service-driven department that willingly collaborates with other county departments on addressing their business needs.

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Candidates should have an entrepreneurial spirit, understanding and promoting the efficiencies technology can provide for various county processes.

Candidates should have experience in adapting an organizational structure and personnel for an effective decisionmaking operation; develop project managers, implement cross training where appropriate, and be able to effectively assess employees' skills and abilities.

Candidates must be able to assess what projects can be "pushed" out to departments, what projects need careful IT oversight, and what projects require more intensive IT involvement and direction.

Candidates must have experience in assessing risk, weighing the need for access vs. the need for security, providing education and explanation to county employees.

### ***Leadership Skills and Management Style*** *(not in order of importance)*

Candidates must be able to establish lasting credibility with county department heads and elected officials; the ability to develop effective collaborative relationships is vital.

Candidates should also have strong collaborative and team building skills, with members of the IT Department staff and with staff of other departments.

Candidates must be able to effectively implement IT strategy in a diplomatic manner, understanding when it is appropriate to collaborate and when it is necessary to stand firm.



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Candidates must be strategic and “big picture” in his or her general approach to IT, yet have a willingness to learn and understand the county’s business operations.

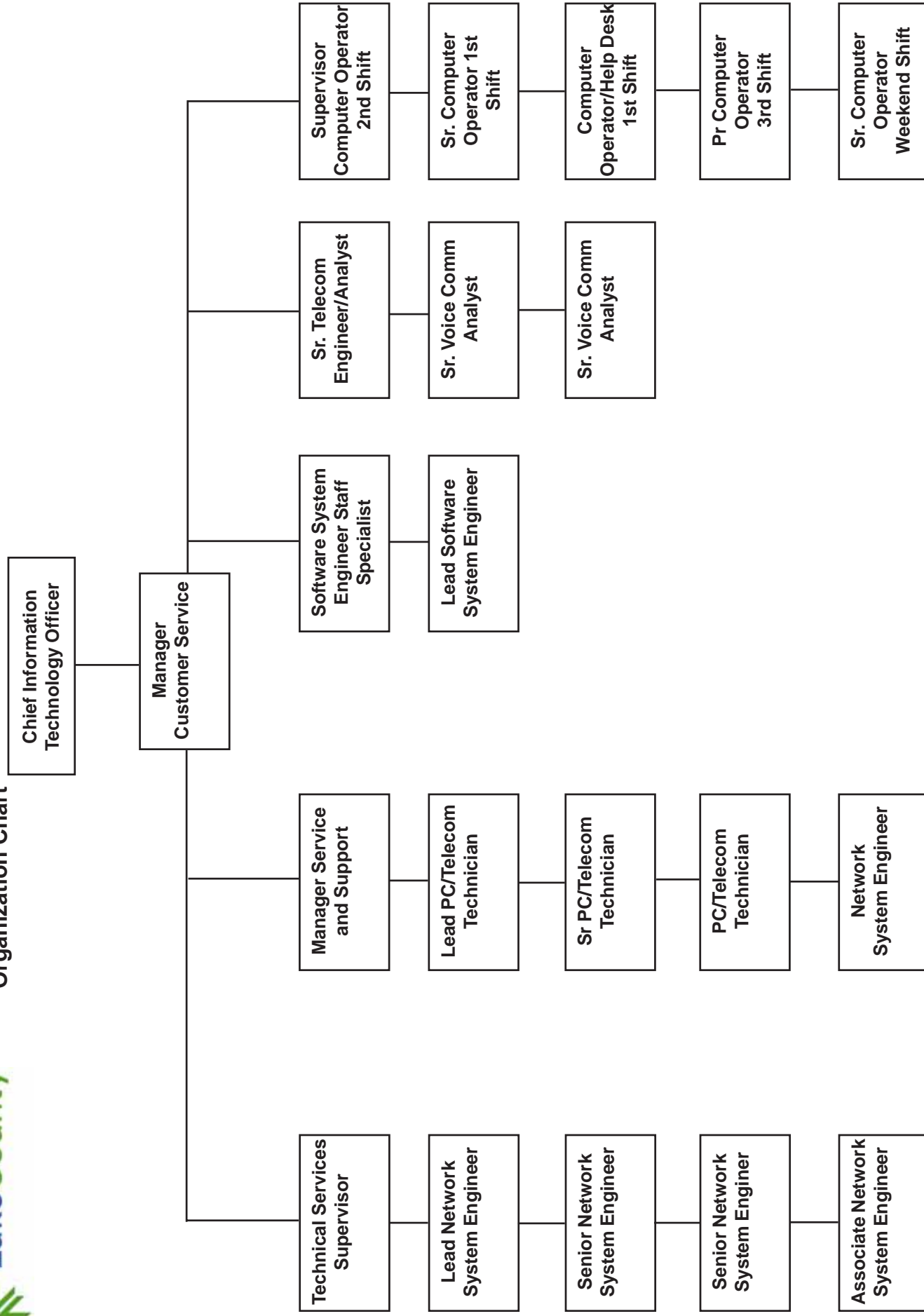
Candidates must demonstrate an approachable style, one that communicates effectively and with foresight and strategic planning in mind.

Candidates must inspire confidence in the IT Department, meeting deadlines, effectively addressing concerns and “owning” projects.





# Information Technology Organization Chart





# Information Technology Organization Chart

