



# County Vacancies, Recruitment Practices and Processes



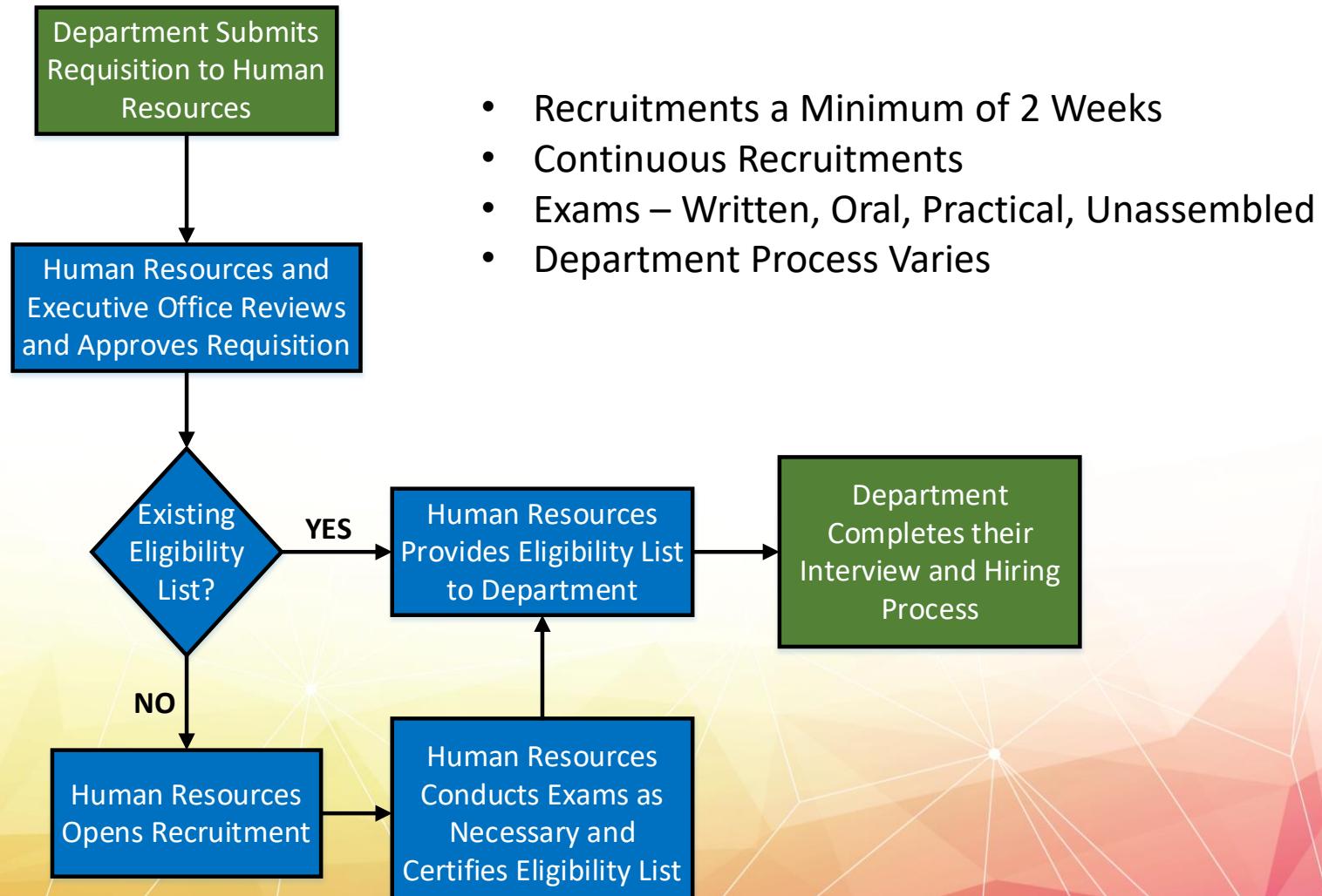
# INTRODUCTION

Todays Presentation will discuss the following:

- Recruitment Process
- Countywide Vacancies
- Recruitment Statistics
- Advertising Costs
- Turnover
  - Annual
  - Within 1<sup>st</sup> year of Employment
- Retention Issues



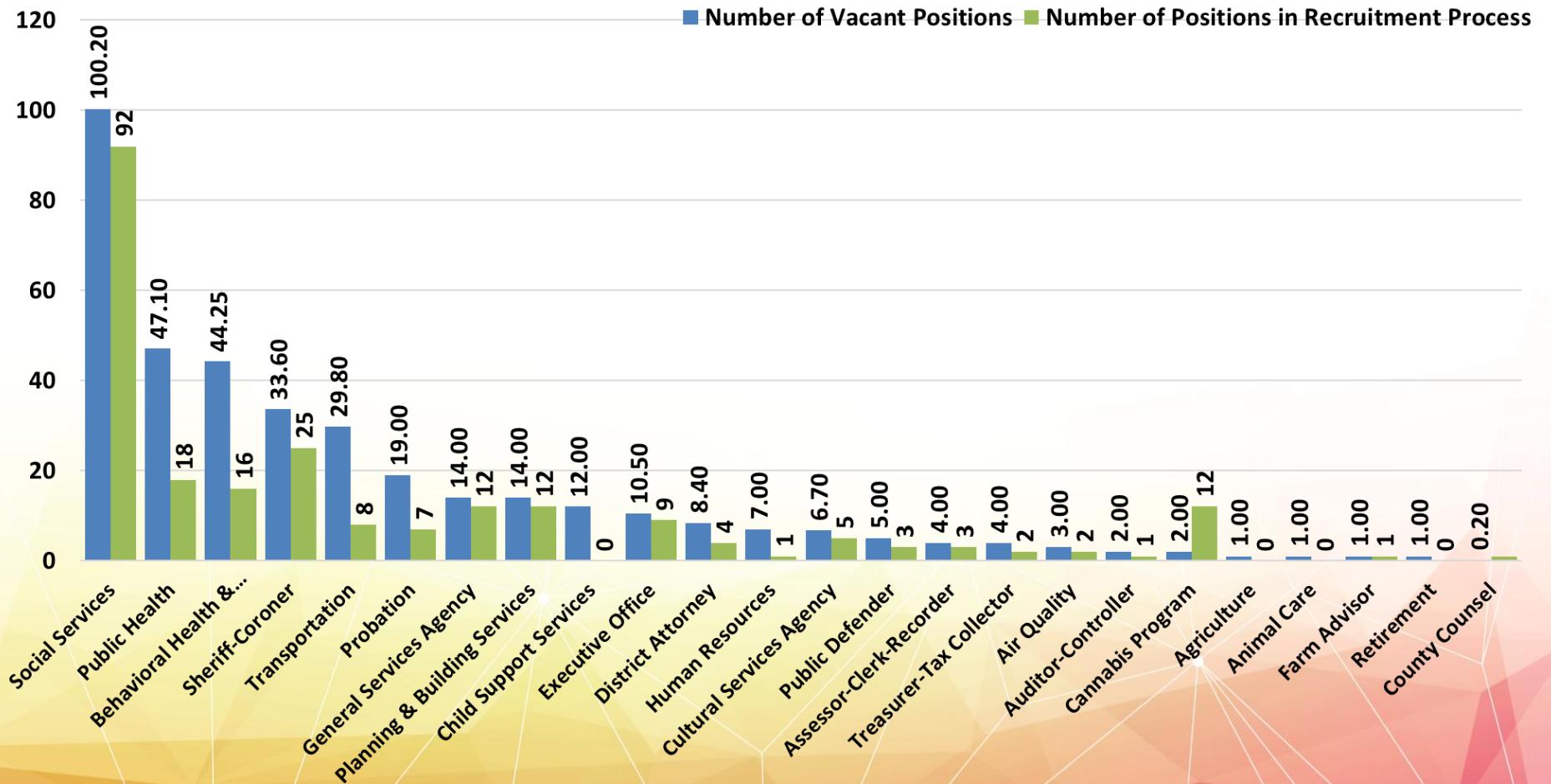
# RECRUITMENT PROCESS





As of 9/4/21

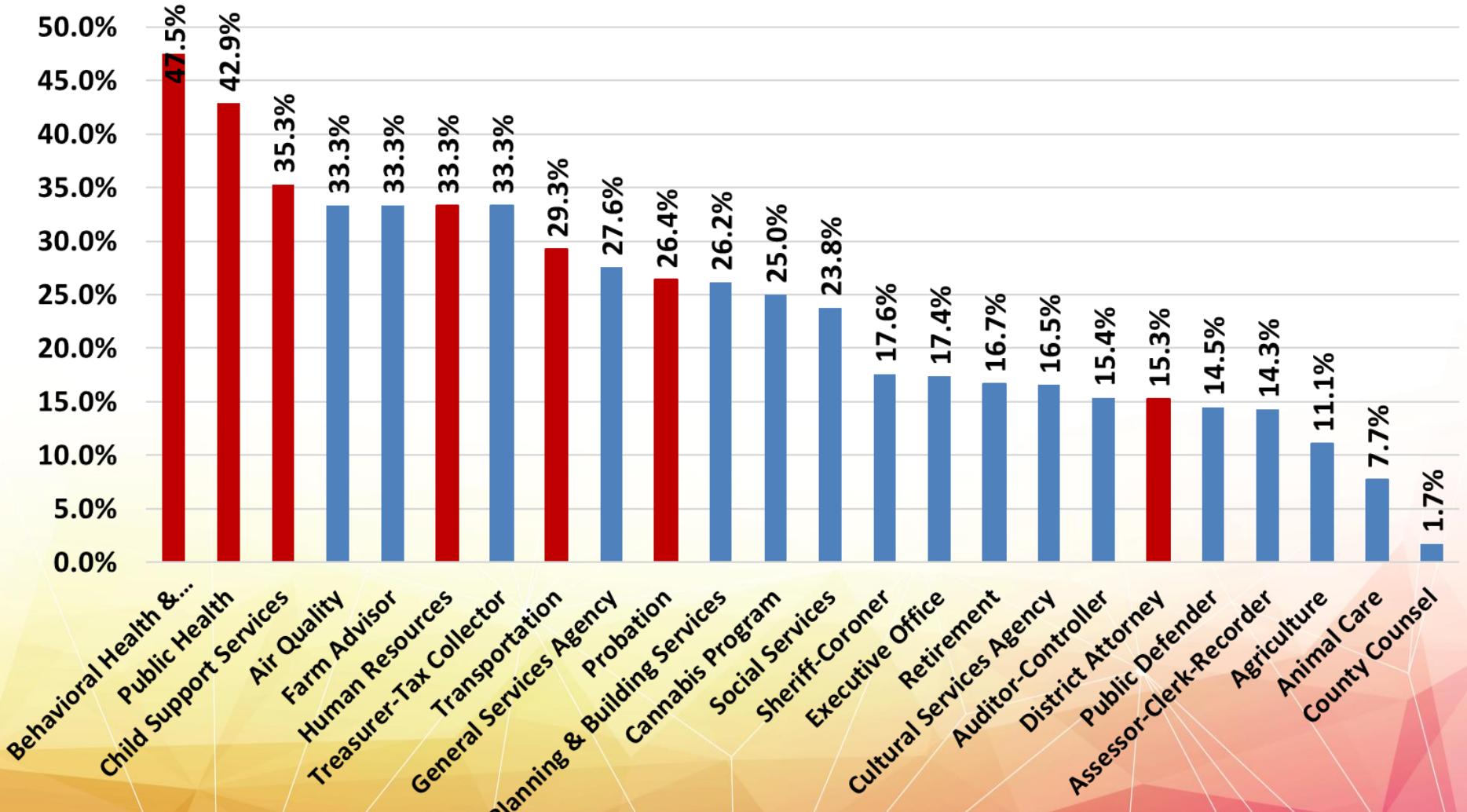
# VACANCY BY DEPARTMENT





# VACANCY RATE BY DEPARTMENT

As of 9/4/21





# LENGTH OF VACANT POSITIONS

<b>Number of Vacant Positions As of 9/4/21</b>	<b>Length of Vacancy</b>
237	<b>12 Months or less</b>
67	<b>12 – 23 Months</b>
33	<b>24 – 35 Months</b>
33	<b>36 Months or greater</b>

**Total 370**

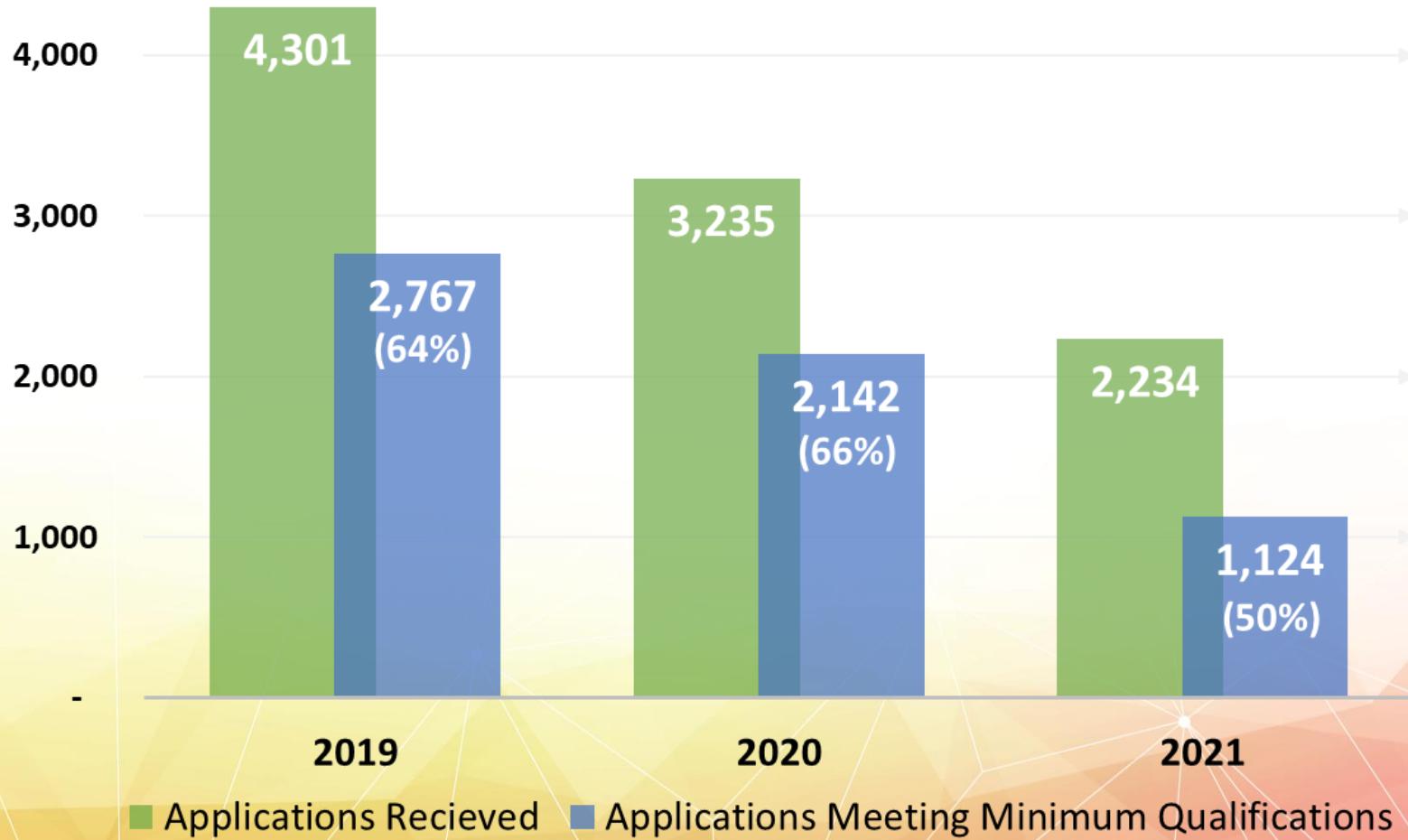


# RECRUITMENT STATISTICS

Requisitions Submitted by Department	Recruitments Completed	Number of Days From Requisition Approval to Eligibility List Referred to Department	Average Daily Applications Received
2019	459	320	25
2020	365	260	27
2021 As of 9/4/21	358	264	30



# APPLICATION STATISTICS





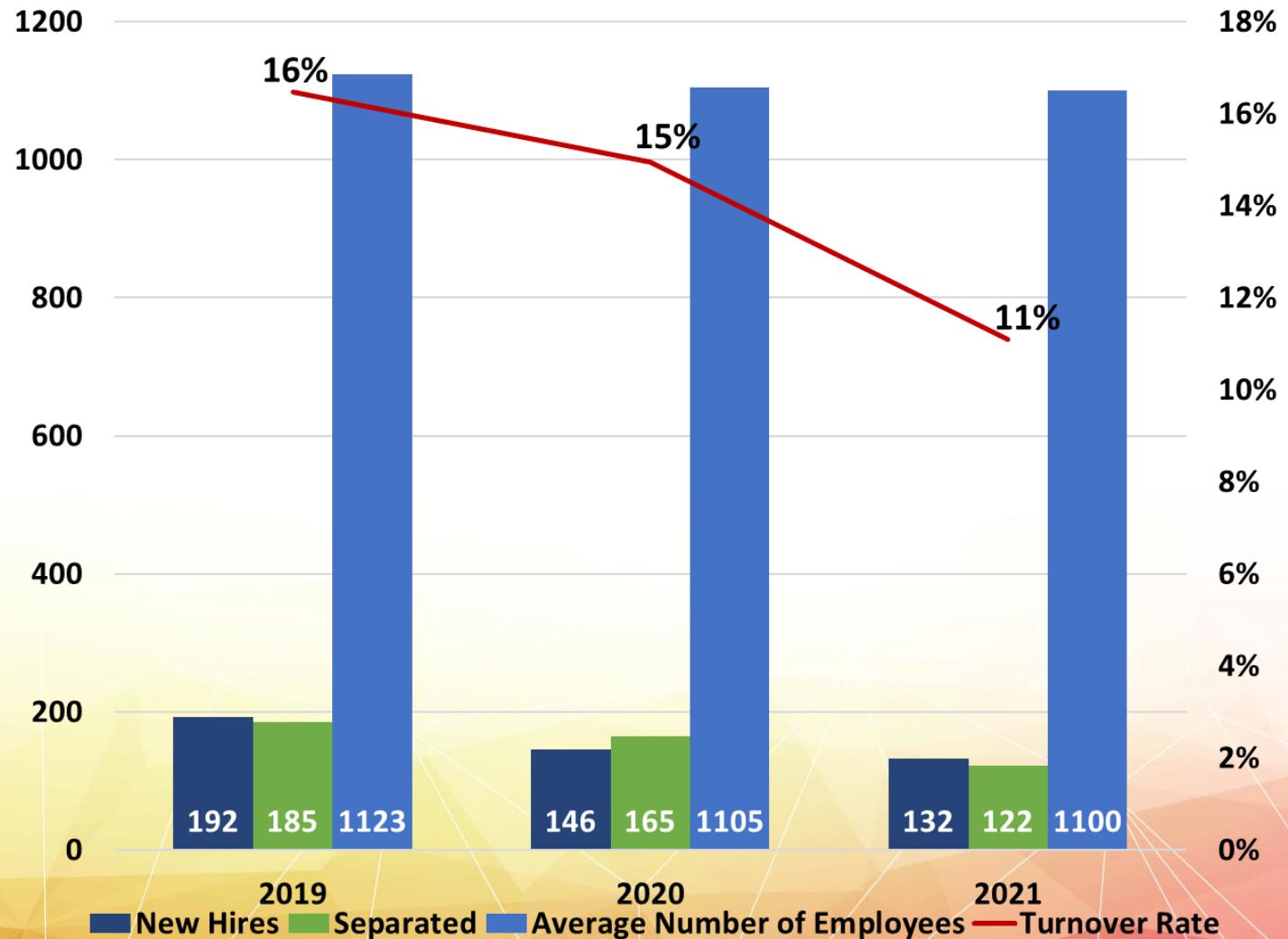
# ADVERTISING COSTS

	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22 (As of 9/4/21)</b>
<b>Total Paid by HR</b>	<b>\$80,277</b>	<b>\$74,099</b>	<b>\$18,679</b>
<b>Average Cost Per Advertisement</b>	<b>\$255</b>	<b>\$292</b>	<b>\$201</b>

- Recruitments are placed in local publications – Ukiah, Willits, Fort Bragg, Mendocino, Anderson Valley and Lake County
- Online Job Postings
- Departments request more depending upon their budget
- Association and Membership postings are at the request of the department

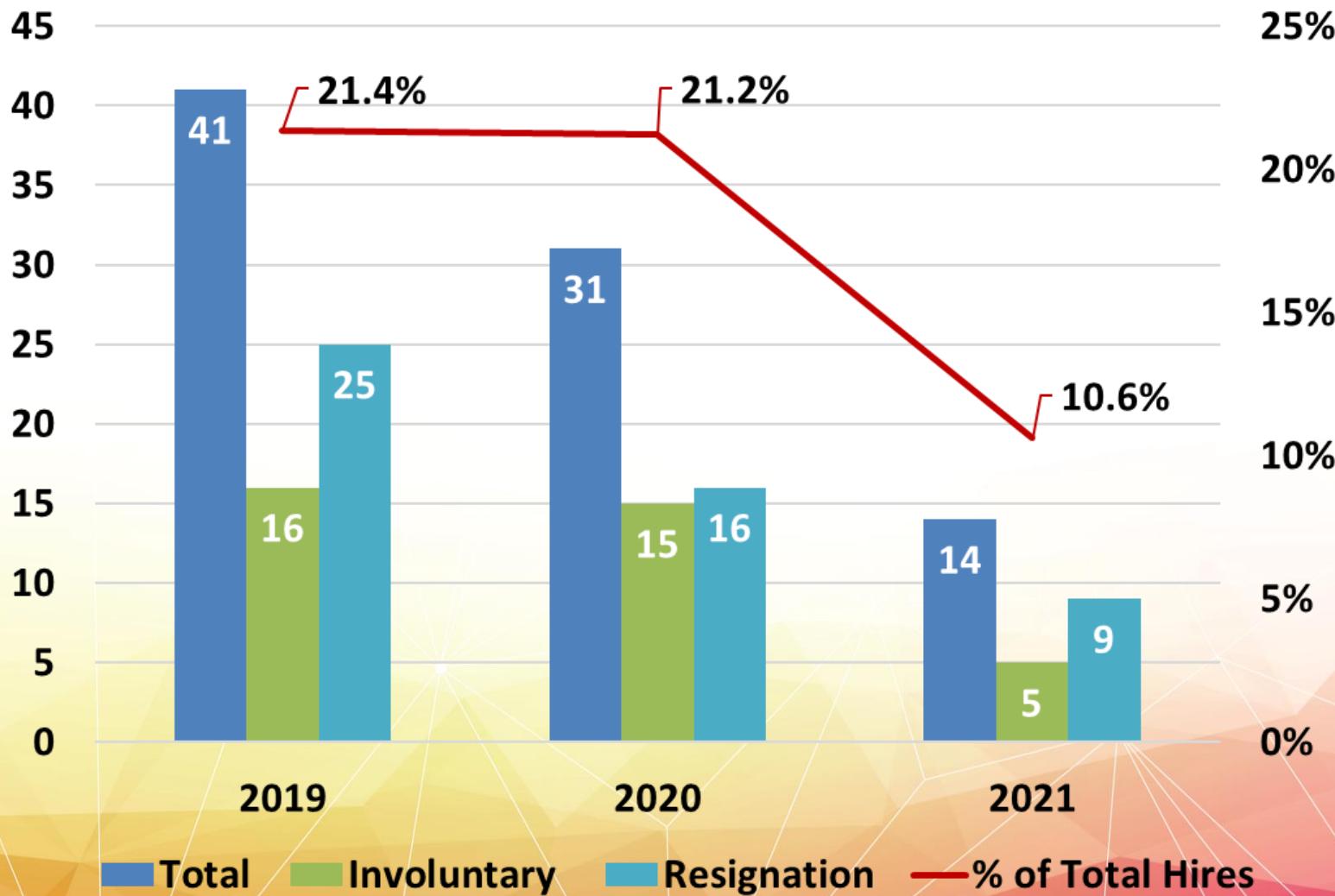


# TURNOVER





# TURNOVER WITHIN 1 YEAR OF EMPLOYMENT





# RETENTION

## 2021 MID-YEAR REASONS FOR LEAVING RATES

