

Beltrami County, Minnesota

County Attorney Position Profile

Demographics:

Entity	Beltrami County
Population	44,442
Position	County Attorney
Salary Range (2018)	\$98,904-\$118,393 -- DOQ

Beltrami County, Minnesota



[Beltrami County](#) is located in north central Minnesota and has over 116,000 acres of lakes 147,000 acres of county forest lands and 459,000 acres of state forest lands. Beltrami County encompasses 3,055 square miles, divided into 8 cities and 86 townships. The County contains portions of two Indian reservations (Leech Lake and Red Lake). There are more than 150 lakes of twenty acres or larger, and Upper and Lower Red Lakes are the largest inland bodies of water wholly within any one state. Beltrami County is a wonderful recreation area with abundant natural resources, a progressive County Parks system and significant outdoor activities available for everyone.

The County was created by an act of the Legislature on February 28, 1866. Beltrami County is a regional center with access to a variety of services such as retail, medical facilities, an airport, federal and state government offices and the arts.

The [City of Bemidji](#) is the Beltrami County Seat. Bemidji boasts being "*The First City on the Mississippi*" and has a population of 13,431. Bemidji is an Ojibwe word "Bay- may-ji-ga-maug" meaning "lake with cross waters" referring to the Mississippi River which crosses Lake Bemidji. Bemidji is a "golden city" along the river's bank, only miles from [Itasca State Park](#) where the mighty Mississippi River begins its 2,552 mile journey to New Orleans and the Gulf of Mexico, a city at the center of the legends of [Paul Bunyan and Babe the Blue Ox](#).

Mission and Values Statement

Beltrami County will be the catalyst to firmly establish a community that promotes healthy families, environmental quality, expanding economic opportunity, and a quality of life second to none. The County will accomplish this through innovation, commitment, hard work, collaboration, leadership, and customer responsiveness.

Vision

Beltrami County will be a model of excellence that others seek to emulate. It will lead the way through collaboration and perseverance, successfully resolving the County's toughest problems and taking advantage of its greatest opportunities. It will create a legacy and tradition of success that expands opportunity for all of its citizens.



Education & Healthcare

Beltrami County is primarily served by six independent school districts: Bemidji School District 31, Blackduck School District 32, Kelliher School District 36, Red Lake School District 38, Cass Lake-Bena District 115 and Grygla-Gatzke District 447. The County contains three charter schools: Schoolcraft Learning Community Charter, Treknorth Junior & Senior High School and Voyageurs Expeditionary High School as well as two private schools, St. Philip’s Catholic School for K-8 grade and Heartland Christian Academy. Bemidji State University, Northwest Technical College, Oak Hills Christian College, Red Lake & Leech Lake Tribal Colleges, and Concordia Language Village provide a variety of additional education opportunities. Healthcare services are provided by Sanford Health of Northern Minnesota in Bemidji and Red Lake IHS Hospital in Red Lake. These facilities provide services that include a birthing center, medical clinic, 24 hour emergency room, and home health services.

Recreation

With abundant lakes, streams, forests, trails, and top-notch facilities, Beltrami County offers some of the best outdoor recreational opportunities you can find. Beltrami County contains over 600,000 acres of publicly owned land, so no matter what the season, outdoor enthusiasts flock to this area to enjoy their favorite activities, and to experience all that Beltrami County offers.

With recreation, county lands provide citizens and tourists an opportunity to pursue a variety of motorized and



non-motorized recreational activities. As with managing natural resources, the County strives to find the right balance between providing access to public lands for recreation while at the same time preserving and protecting the resource.

County Services

The County is served by five County Commissioners elected from individual districts equally balanced in population within the County. Beltrami County employs approximately 375 employees and has a 2017 Budget of \$81,805,299. Beltrami County is a full service county providing a wide-range of important functions including, but not limited to:

Administration, Assessor, Attorney, Auditor/Treasurer, Court Administration, Emergency Management, Human Resources, Environmental Services, GIS/Mapping, Health & Human Services, Highway, Jail, License Center, Natural Resource Management, Real Estate and Tax Service, Sheriff, and Veteran Services. County Probation services are provided by the State of Minnesota.

Organizational Priorities



As the County continues to find paths for continual improvement, a number of high priority projects, priorities and activities are on the horizon. The County has excellent facilities and through prudent planning and management is very well positioned financially to

stay strong and committed to providing the most effective and efficient customer service. A list of other priorities and activities that will require the time, talents and attention of the County Administrator include:

1. To improve communication with citizens and customers
2. To enhance labor-management relationships
3. To support the work underway in health and human services to improve customer and client service
4. To build a strong and positive workplace culture
5. To strengthen relationships with Tribal officials and the Native American population
6. To foster the existing *continuous improvement* culture
7. To establish clear roles and relationships with the County Board and elected officials
8. To evaluate the current organizational structure
9. To unify the County toward one strategic vision
10. To become a leader in the region and state for advocating county issues, priorities and policies

Current High Priority Projects

Mental Health – During the 2015 Legislative Session Beltrami County was appropriated \$2 million to address the significant gaps in services to people with mental health challenges. The grant intended to address the people that are under arrest or at the risk of being arrested, due to mental illness. The grant also tasked Beltrami County with finding solutions that can be duplicated in other rural counties. As the county moves through the process, we are finding multiple services that can be established that will be sustainable and will serve a huge segment of our population. Mental health is not just a corrections and law enforcement issue, it is a public health issue. The possibilities are exciting as far as changing our destiny.

Public Health – when Beltrami County made the decision to leave a long standing Community Health Services partnership, the goal was to address issues that are more specific and unique to Beltrami County than they were to our partner counties. This provides an exciting opportunity for our county to focus on the Health Needs Assessments that defines where we should pay our strongest attention.

County Roads – Beltrami County is on a progressive and aggressive mission of improving the huge network of county roads. In 2014 the county passed a Transit Sales Tax that is generating significant income that allows for us to step up our efforts to levels we had not seen in years. The feedback from the public has been completely supportive of this tax specifically aligned with getting at what was one of our largest financial challenges.

Solid Waste – Beltrami County has recently acquired a Solid Waste Transfer Station in order to have better control on our costs and on the flow of waste in our county. With solid waste becoming such a high financial driver, we are excited about the possibilities that will come to us by making this history breaking move.

Relationships with Tribal Neighbors – Beltrami County has made a big focus on strengthening the bonds and the partnerships with our neighboring Tribal Nations. These efforts have created many win/win situations for the citizens of people on and off the reservations. The mutual respect that has been created during the process is a great product of this work.

County Attorney Position

We are seeking highly positive, self- motivated and professional individual who enjoys working in a dynamic environment to serve as our County Attorney. You will be leading a dynamic team of Attorneys and Legal Assistants that provide prosecution services for the people of Beltrami County. The applicant should have the ability to work with a broad cross section of people and agencies.

Position Qualifications

Requires a J.D. with a license to practice law in Minnesota plus appropriate experience working as an attorney.

Professional Opportunities

Creates Alliances

Seek creative solutions and intergovernmental partnerships with other local governments, including tribal officials. Reaches out to others to form alliances and service sharing agreements.

Strengthens the Team

Encourage professional development, continuous improvement, and team building. Sets an example with motivational leadership through employee input and effective delegation.

Employee Relations

Earns trust, credibility, and has strong interpersonal skills. Seeks ways to enhance relationships between management and staff. Is approachable, sets an example by reaching out to others.

Active Communicator

Seeks opportunities to connect and communicate with others. Values open and honest communication. Shares information in a timely manner. Engaging, open minded and listens well.

Customer Service

Open to new ideas and recognizes the importance of organizational improvement and finding ways to increase the efficiency and effectiveness of county programs and services.

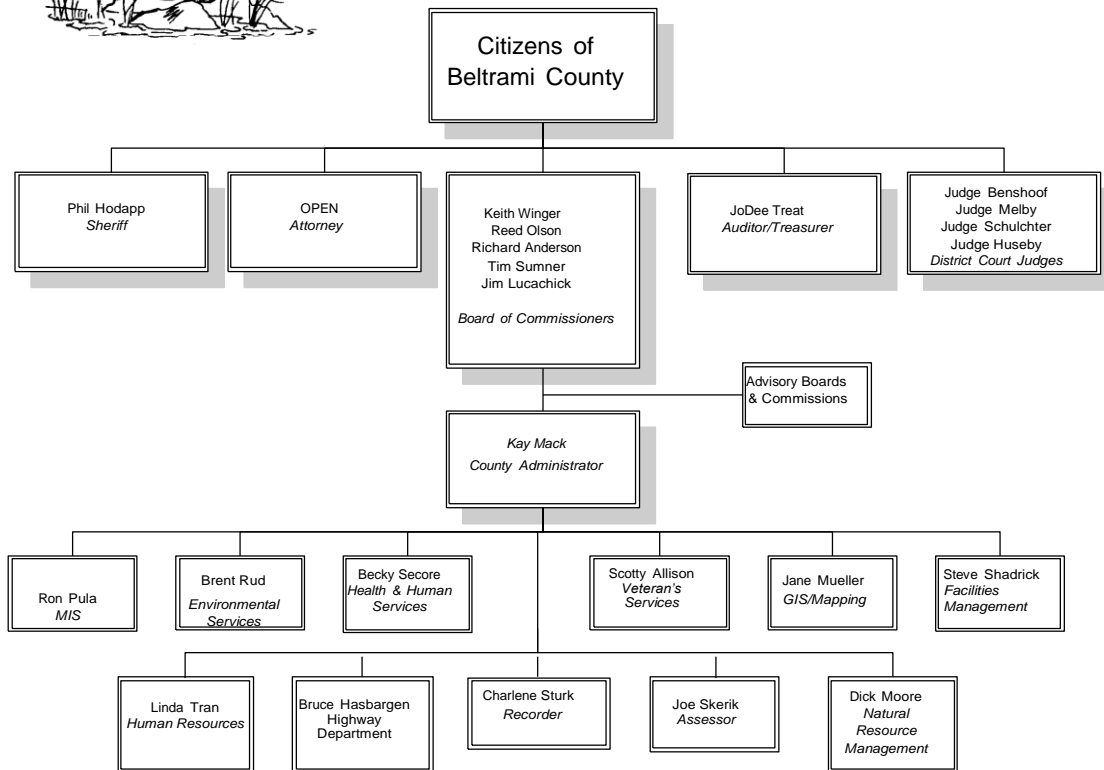
Community Engagement

Actively involved and engaged in the community. Volunteers and participates in community wide functions and activities. Meets people and has a presence in the community.





Beltrami County, Minnesota Organization Chart



Updated: March 2016

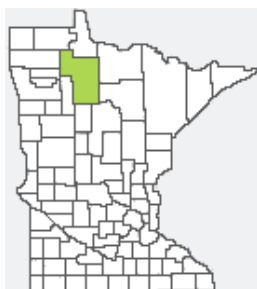
Compensation and Benefits

2017 Salary range: from \$96,720 to \$115,794. 2018 Salary range from \$98,904 to \$118,394; starting salary negotiable, depending on qualifications and experience. For more information on the County's benefits, please see the County's Human Resources Department.

Application and Selection Process

To apply, go to the Beltrami County website at www.co.beltrami.mn.us and click on the Employment link. Choose County Attorney Position and click the Apply button. Log-in or create an account to sign in, complete and submit an on-line application. The application deadline is October 18, 2017.

Beltrami County is an Equal Opportunity Employer



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