

# **WAUKESHA COUNTY GOVERNMENT**

**2023**



**Position Listings  
and  
Organizational Charts  
as of January 1, 2023**

**Organizational Charts appear in the Following Order:**  
**Click on title to view a specific department chart**

[COUNTY WIDE CHART](#)

[ADMINISTRATION](#)

[BRIDGES LIBRARY SYSTEM](#)

[CIRCUIT COURT SERVICES](#)

[CORPORATION COUNSEL'S OFFICE](#)

[COUNTY BOARD CHAIR'S OFFICE](#)

[COUNTY CLERK'S OFFICE](#)

[COUNTY EXECUTIVE'S OFFICE](#)

[COUNTY TREASURER'S OFFICE](#)

[DISTRICT ATTORNEY'S OFFICE](#)

[EMERGENCY PREPAREDNESS](#)

[HEALTH AND HUMAN SERVICES](#)

[MEDICAL EXAMINER'S OFFICE](#)

[PARKS AND LAND USE](#)

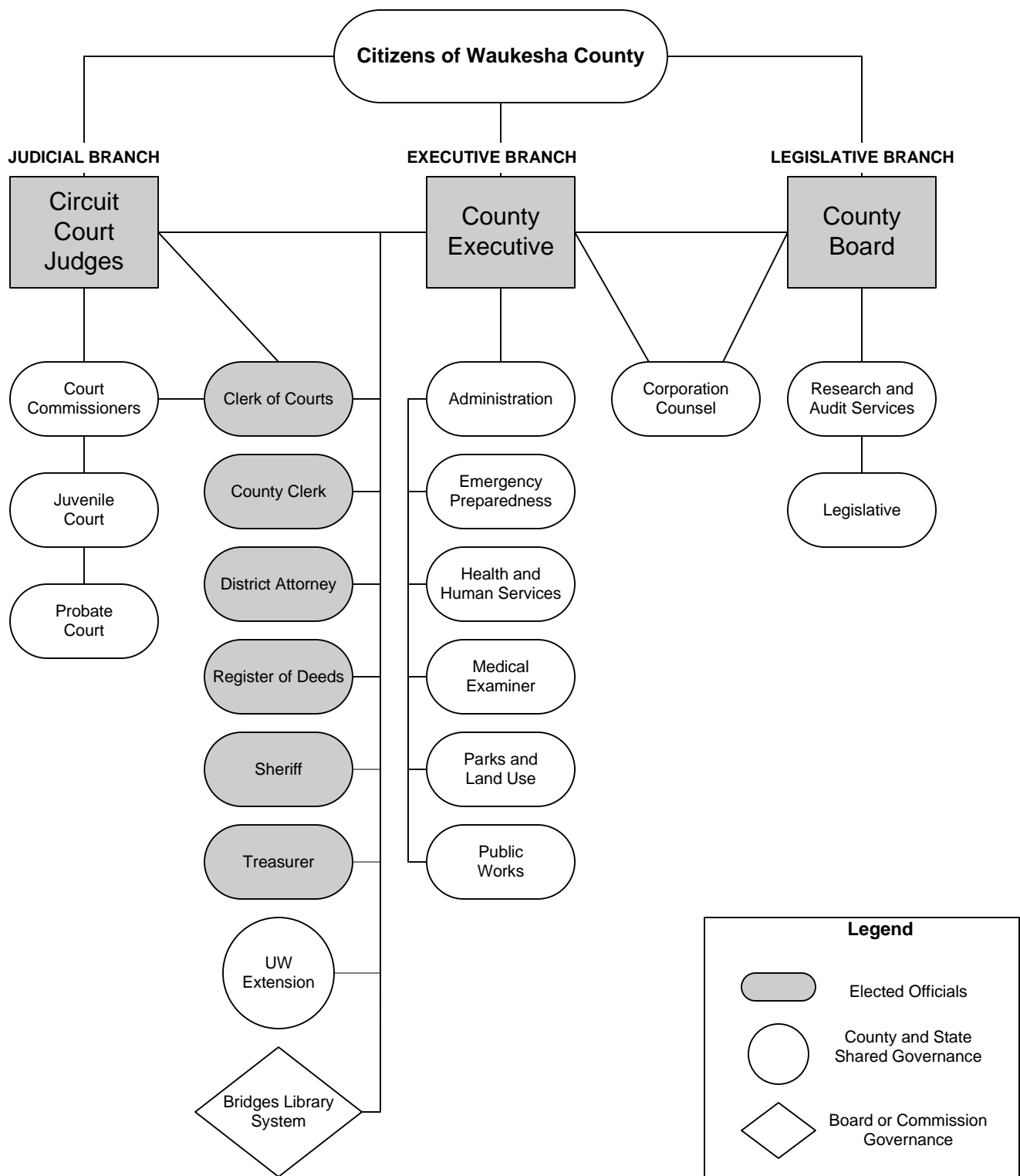
[PUBLIC WORKS](#)

[REGISTER OF DEED'S OFFICE](#)

[SHERIFF'S DEPARTMENT](#)

[UW EXTENSION OFFICE](#)

# Waukesha County Organizational Chart



# 2023 ADMINISTRATION

## Position Listing

- 1 Director Of Administration
- 1 Accounting Services Manager
- 3 Administrative Assistant
- 11 Administrative Specialist (One position is regular part-time)
- 1 Budget Manager
- 1 Business Application Support Administrator
- 1 Business Services Administrator
- 1 Buyer
- 1 Collections and Business Services Manager
- 3 Collections Specialist (2 positions underfilling Sr Collections Specialist)
- 1 Collections Supervisor
- 1 Community Services Representative
- 1 Employee Benefits Administrator (*Privacy Coordinator/Security Coordinator*)
- 2 Financial Analyst\*
- 1 Fiscal Assistant
- 2 Fiscal Specialist
- 2 Human Resources Assistant
- 1 Human Resources Manager
- 1 Information Technology Infrastructure Administrator (*Security Officer*)
- 1 Information Technology Manager
- 5 Information Technology Technician
- 3 Information Technology Analyst
- 1 Office Services Coordinator

## **2023 ADMINISTRATION**

### **Position Listing (continued)**

- 1 Payroll Coordinator
- 1 Principal Buyer
- 4 Principal Financial Analyst
- 1 Principal Human Resource Analyst
- 17 Principal Information Technology Professional  
*(One of the positions is assigned to be Security Coordinator)*
- 1 Principal Risk Management Analyst
- 1 Public Safety Systems Administrator
- 1 Records Management Analyst
- 1 Risk/Purchasing Manager
- 1 Senior Administrative Specialist
- 2 Senior Buyer
- 2 Senior Collections Specialist
- 5 Senior Financial Analyst
- 2 Senior Fiscal Specialist
- 4 Senior Human Resources Analyst
- 19 Senior Information Technology Professional
- 1 Solutions Administrator
- 1 Workforce Development Center Coordinator

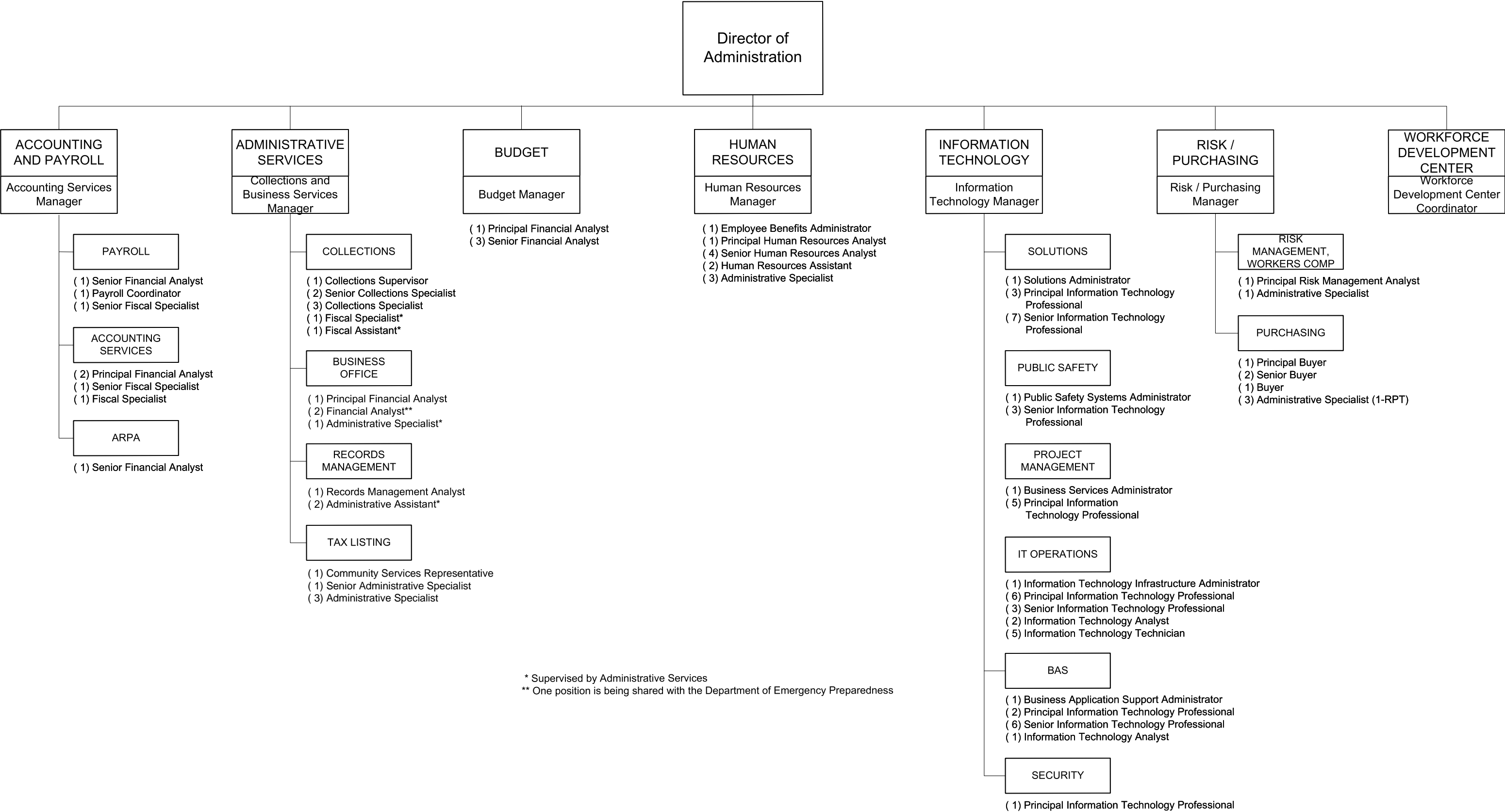
### **111 Total Positions**

\* One position is being shared with the Department of Emergency Preparedness

Of the above listed positions, the following are unfunded in the budget:

- 1 Administrative Assistant
- 1 Administrative Specialist (Regular Part-Time)
- 1 Office Services Coordinator

2023  
ADMINISTRATION



\* Supervised by Administrative Services  
\*\* One position is being shared with the Department of Emergency Preparedness

**2023**  
**BRIDGES LIBRARY SYSTEM**

Position Listing

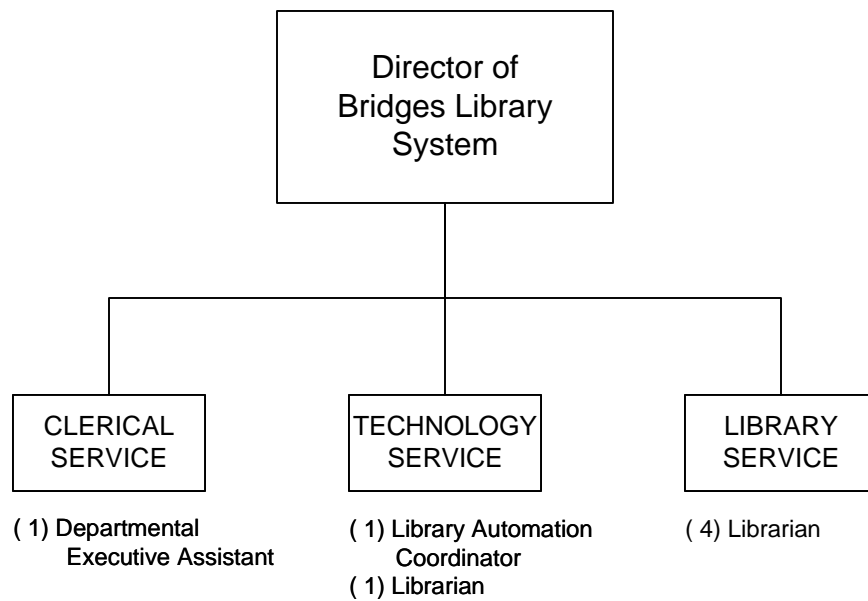
- 1 Director of Bridges Library System
- 1 Departmental Executive Assistant
- 5 Librarian
- 1 Library Automation Coordinator

8 Total Positions

Of the above listed positions, the following is unfunded in the budget:

- 1 Librarian

# 2023 BRIDGES LIBRARY SYSTEM





# **2023**

## **Circuit Court Services**

### **Position Listing**

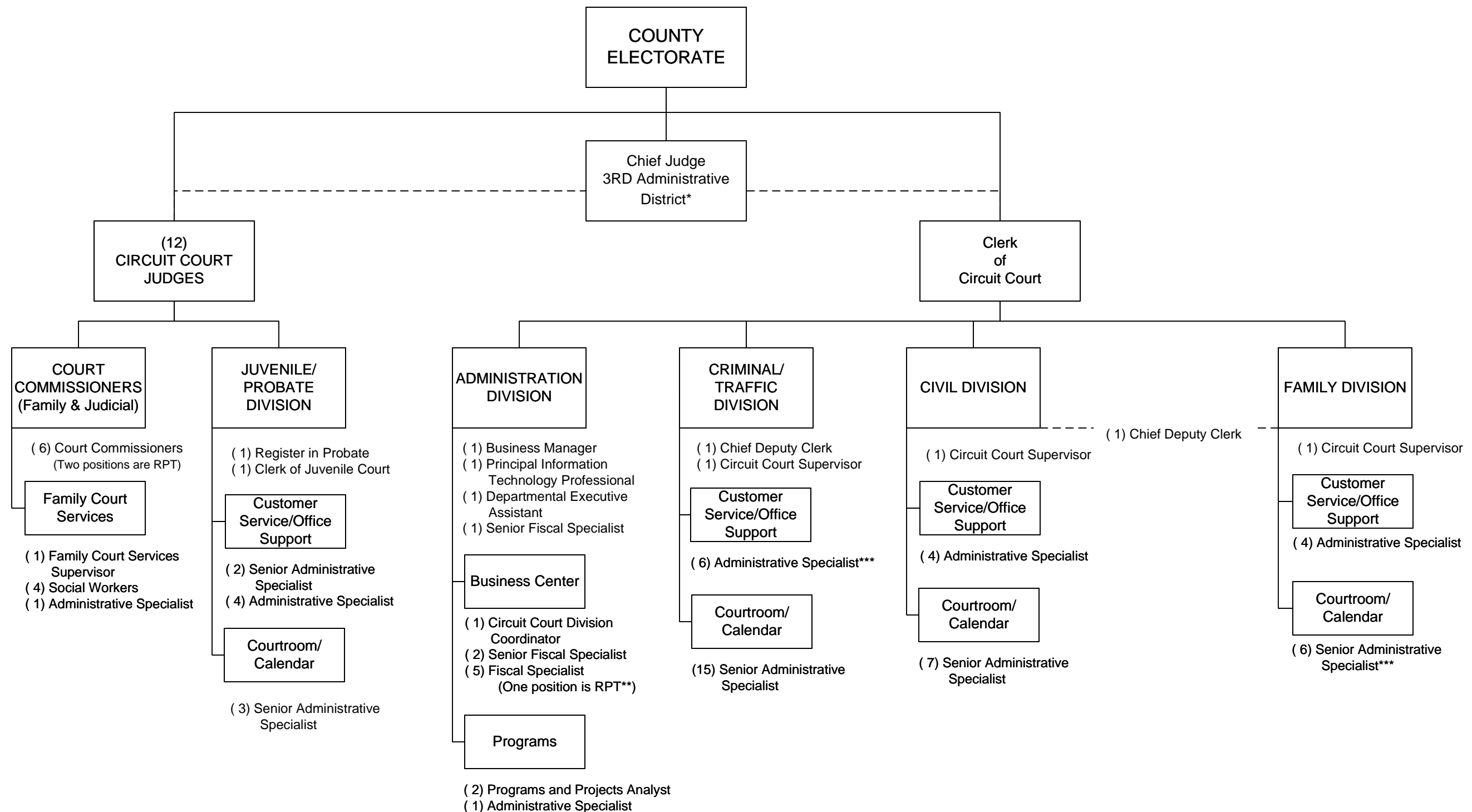
1	Clerk Of Circuit Courts
4	Administrative Assistant
20	Administrative Specialist
1	Business Manager
2	Chief Deputy Clerk
1	Circuit Court Division Coordinator
3	Circuit Court Supervisor
1	Clerk Of Juvenile Court
6	Court Commissioner (Two positions are Regular Part-Time)
1	Court Reporter (Regular Part-Time)
1	Departmental Executive Assistant
1	Family Court Services Supervisor
1	Fiscal Assistant
6	Fiscal Specialist (One position is Regular Part-Time)
1	Principal Information Technology Professional
2	Programs and Projects Analyst
1	Register In Probate
33	Senior Administrative Specialist
3	Senior Fiscal Specialist
5	Social Worker

### **94 Total Positions**

Of the above listed positions, the following is unfunded in the budget:

4	Administrative Assistant
1	Court Reporter (RPT)
1	Fiscal Assistant
1	Fiscal Specialist
1	Social Worker

2023  
CIRCUIT COURT SERVICES



\* The Chief Judge of each district is delegated numerous powers and responsibilities related to the administration of judicial operations and court business services as defined per State Supreme Court Rule. (SCR70)  
\*\* One regular part-time position created with sunset provision; funded with ARPA money and will cease when funding ceases.  
\*\*\* Two regular full-time positions created with sunset provision; funded with ARPA money and will cease when funding ceases.

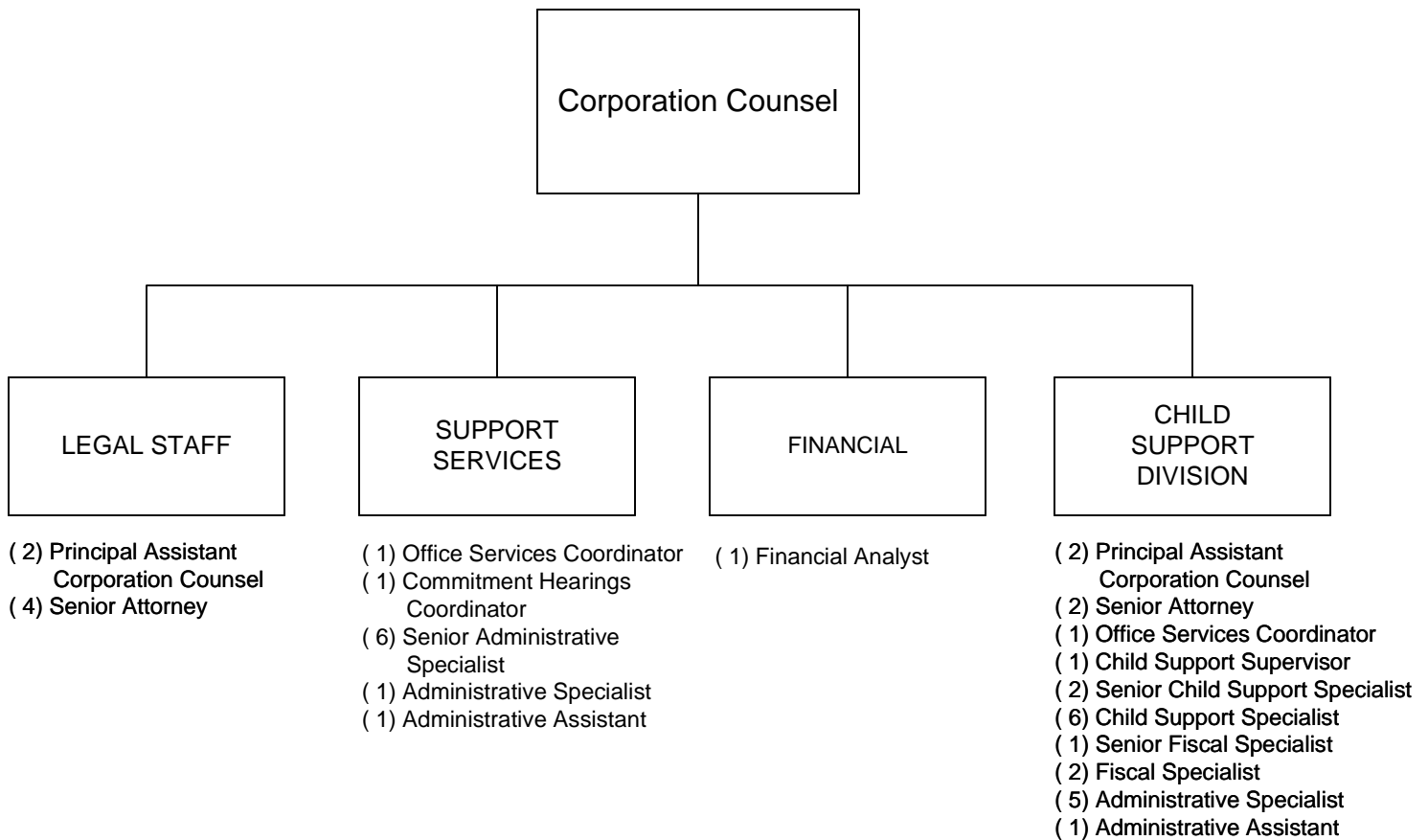
**2023**  
**CORPORATION COUNSEL'S OFFICE**

**Position Listing**

- 1 Corporation Counsel (*Privacy Officer*)
- 2 Administrative Assistant
- 6 Administrative Specialist
- 6 Child Support Specialist
- 1 Child Support Supervisor
- 1 Commitment Hearings Coordinator
- 1 Financial Analyst
- 2 Fiscal Specialist
- 2 Office Services Coordinator
- 4 Principal Assistant Corporation Counsel  
(One position underfilled as an Attorney)
- 6 Senior Administrative Specialist
- 6 Senior Attorney  
(Three position underfilled as an Attorney)
- 2 Senior Child Support Specialist  
(One position underfilled as a Child Support Specialist)
- 1 Senior Fiscal Specialist

**41 Total Positions**

# 2023 CORPORATION COUNSEL'S OFFICE



**2023**  
**COUNTY BOARD CHAIR'S OFFICE**

**Position Listing**

- 1 County Board Chair
- 1 Administrative Specialist
- 1 County Board Chief Of Staff
- 1 Internal Audit Manager\*
- 1 Legislative Policy Advisor

**5 Total Positions**

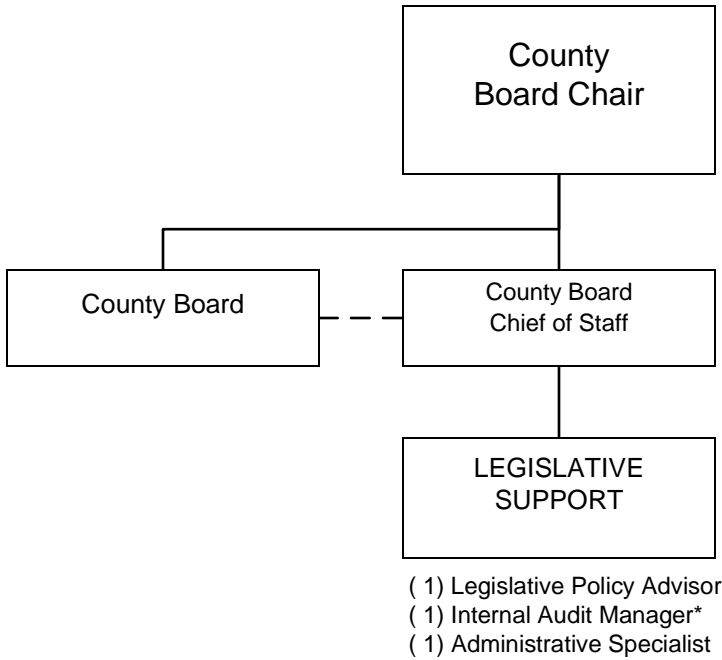
\* This position is currently contracted out for services

Of the above listed positions, the following is unfunded in the budget:

- 1 Internal Audit Manager

# 2023

## COUNTY BOARD CHAIR'S OFFICE



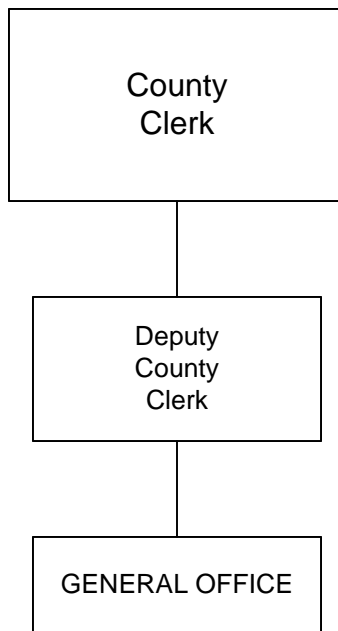
\* This position is currently contracted out for services

**2023**  
**COUNTY CLERK'S OFFICE**

**Position Listing**

1	County Clerk
1	Deputy County Clerk
1	Administrative Assistant
1	Administrative Specialist
1	Senior Administrative Specialist
<b>5</b>	<b>Total Positions</b>

# 2023 COUNTY CLERK'S OFFICE



- ( 1) Administrative Assistant
- ( 1) Administrative Specialist
- ( 1) Senior Administrative Specialist



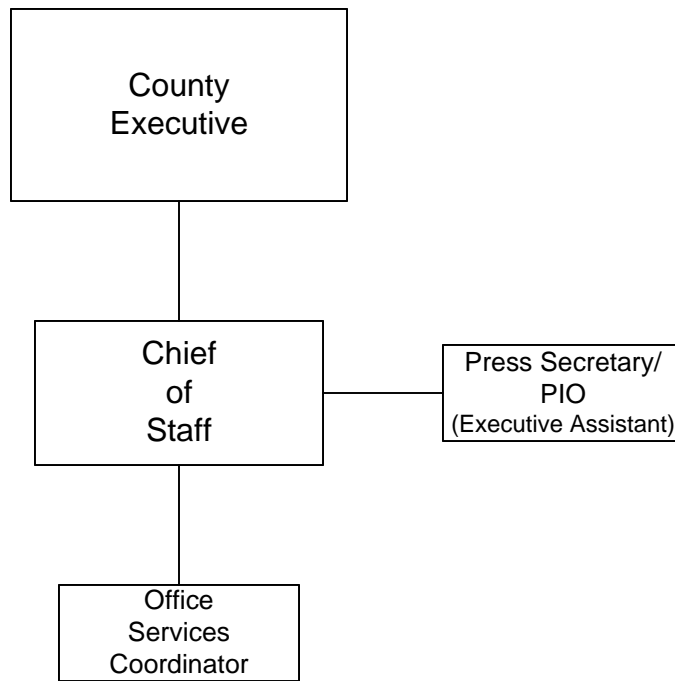
**2023**  
**COUNTY EXECUTIVE'S OFFICE**

**Position Listing**

- 1 County Executive
- 1 Administrative Specialist
- 1 Chief Of Staff
- 1 Office Services Coordinator
- 1 Press Secretary / PIO

**5 Total Positions**

# 2023 COUNTY EXECUTIVE'S OFFICE

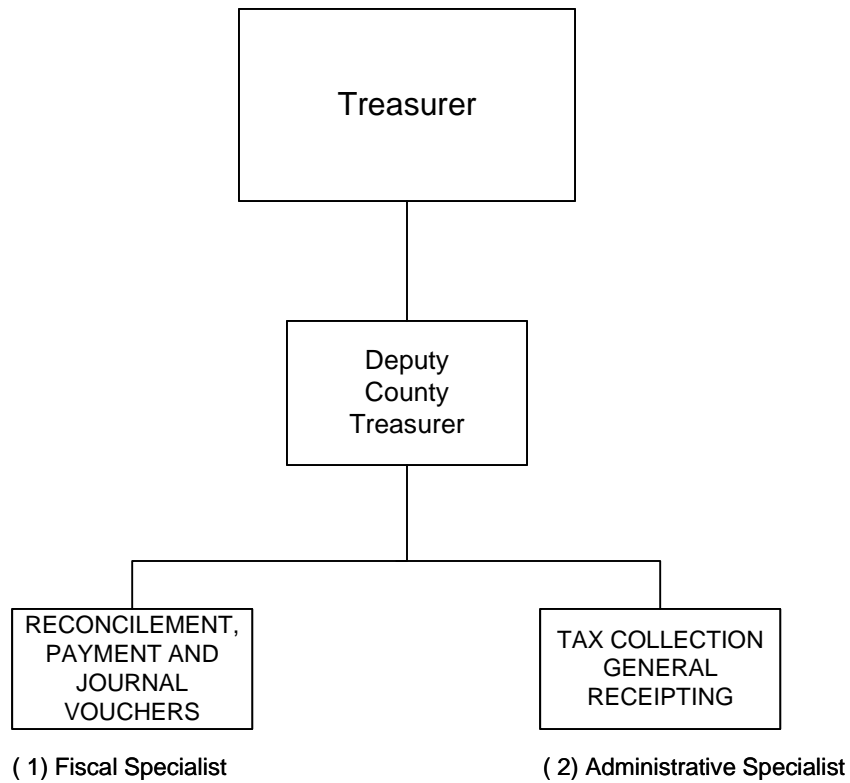


**2023**  
**COUNTY TREASURER'S OFFICE**

**Position Listing**

- 1    Treasurer
- 2    Administrative Specialist
- 1    Deputy County Treasurer
- 1    Fiscal Specialist
  
- 5    Total Positions**

# 2023 COUNTY TREASURER'S OFFICE



**2023**  
**DISTRICT ATTORNEY'S OFFICE**

**Position Listing**

- 1 District Attorney \*
- 7 Administrative Assistant (Six positions are regular part-time)
- 5 Administrative Specialist
- 17 Assistant District Attorney \*
- 3 Deputy District Attorney \*
- 1 Fiscal Specialist
- 1 Office Services Coordinator
- 2 Paralegal
- 11 Senior Administrative Specialist (One Position is regular part-time)
- 3 Special Prosecutor
- 1 Support Staff Supervisor
- 3 Victim/Witness Counselor
- 1 Victim/Witness Program Coordinator
- 10 Victim/Witness Specialist (One Position is regular part-time)

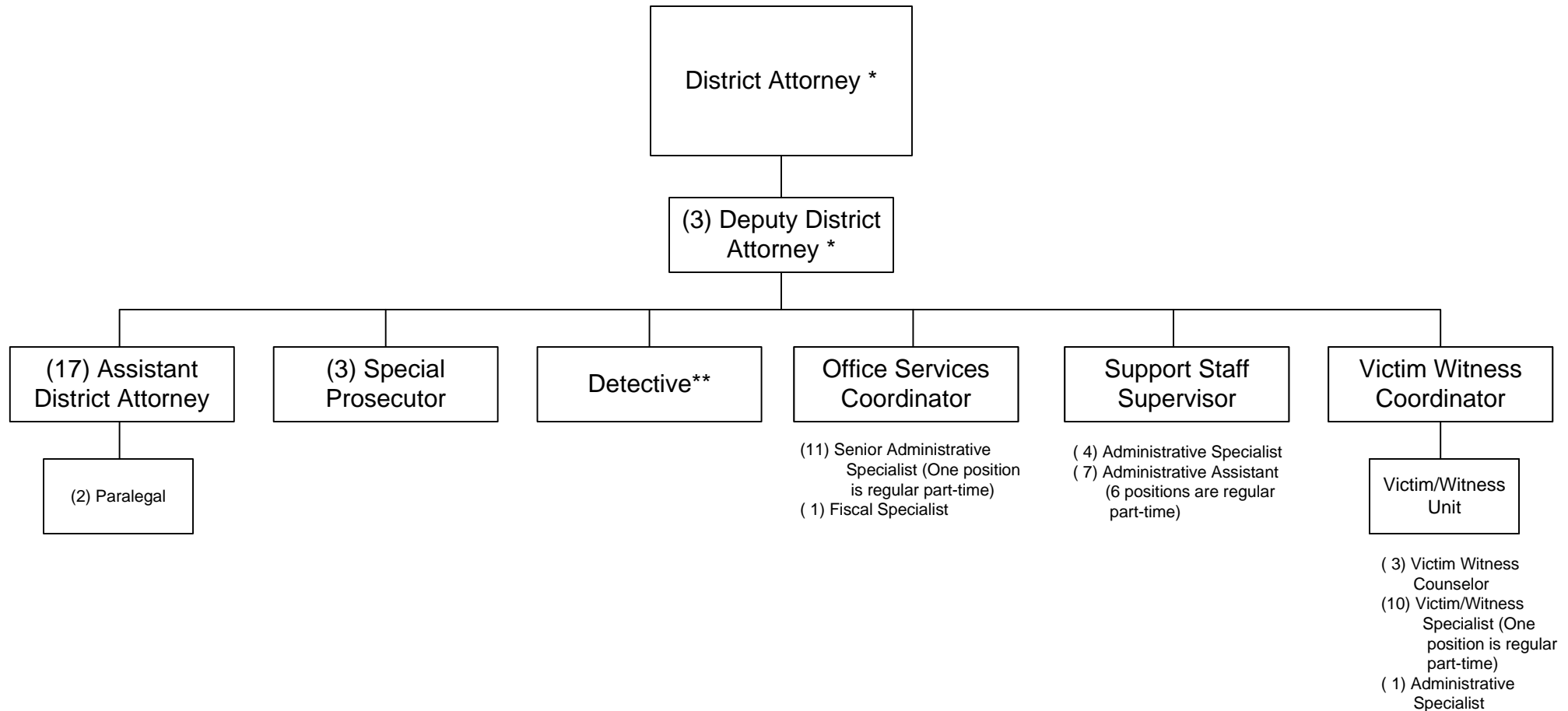
**45 County Positions**

**21 \* State Positions**

Of the above listed positions, the following are unfunded in the budget:

- 1 Fiscal Specialist

# 2023 DISTRICT ATTORNEY'S OFFICE



\* State employees.

\*\* Sheriff's Department position assigned to the District Attorney's Office.

# **2023 EMERGENCY PREPAREDNESS**

## **Position Listing**

- 1 Director of Emergency Preparedness
- 7 Communications Center Supervisor
- 1 Departmental Executive Assistant
- 1 Emergency Management Coordinator
- 1 Fiscal Specialist
- 1 Operations Manager
- 2 Programs and Projects Analyst
- 1 Radio Systems Manager
- 1 Radio Systems Specialist
- 2 Radio Systems Technician
- 49 Telecommunicator

## **67 Total Positions**

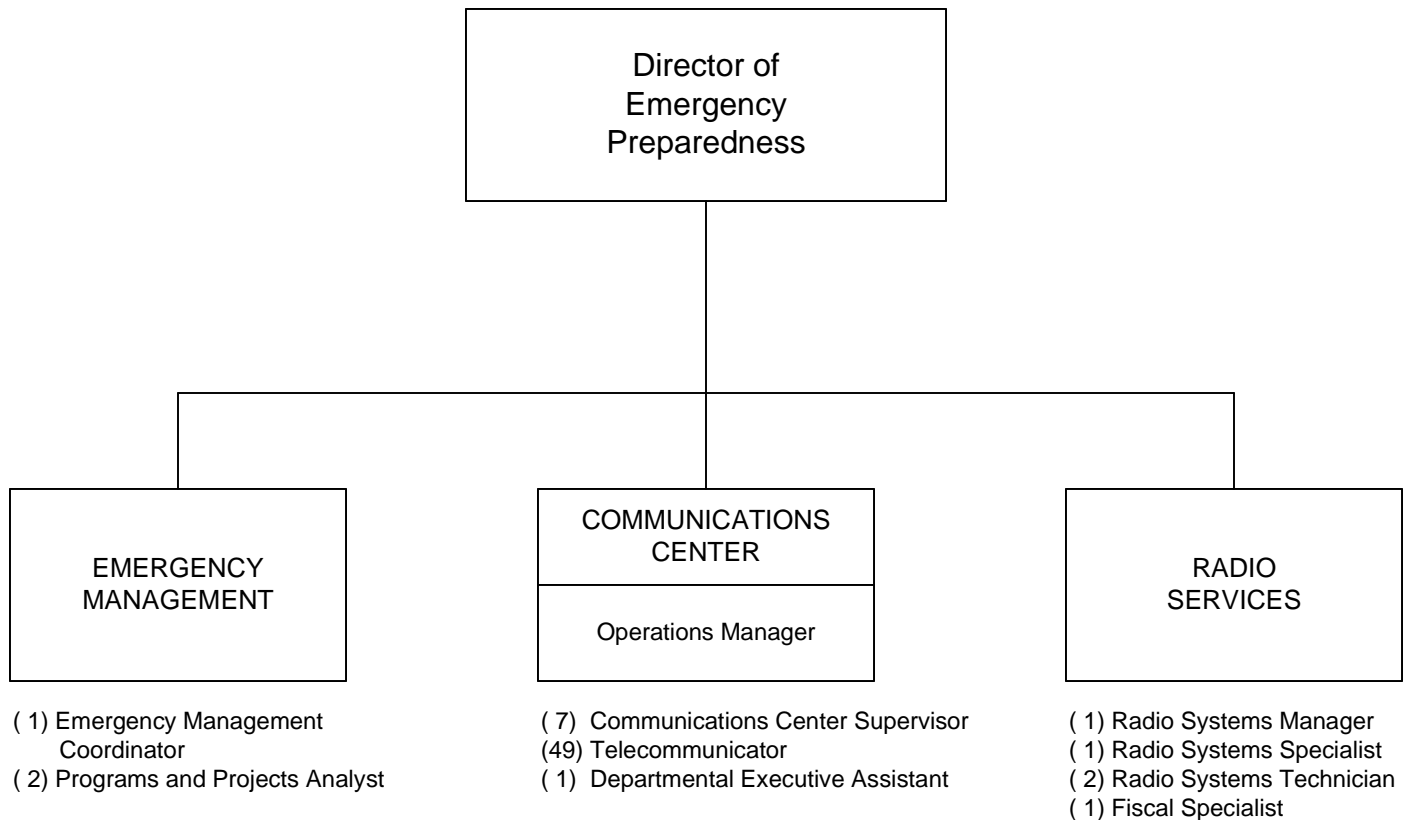
Of the above listed positions, the following are unfunded in the budget:

- 1 Telecommunicator

In addition to the above positions, the department has the authority to overfill the following:

- 2 Telecommunicator

# 2023 DEPARTMENT OF EMERGENCY PREPAREDNESS





# 2022 HEALTH AND HUMAN SERVICES

2023 chart has not  
been finalized.

## Position Listing

1	Director of Health and Human Services
1	Accounting Services Coordinator
14	Administrative Assistant
15	Administrative Specialist
1	Administrative Services Manager
1	Aging and Disability Resource Center Manager
4	Benefits Specialist
1	Centralized Records Supervisor
2	Certified Occupational Therapy Assistant
1	Chief Psychiatrist
1	Clinical Director
1	Clinical Services Manager
44	Clinical Therapist (Three positions is Regular Part-time)
3	Community Health Educator (One position is Regular Part-time)
1	Compliance Program Coordinator ( <i>Privacy Coordinator/Security Coordinator</i> )
1	Justice Services Coordinator
1	Departmental Executive Assistant
1	Deputy Director of Health and Human Services
1	Economic Support Coordinator
35	Economic Support Specialist
4	Economic Support Supervisor
1	Epidemiologist
9	Fiscal Assistant
5	Fiscal Specialist
2	Financial Analyst
1	Food Service Specialist
1	Fraud Investigator
7	Health and Human Services Coordinator
1	Health and Human Services Preparedness Coordinator
2	Human Services Manager
24	Human Services Supervisor
8	Human Services Support Specialist (Two positions is Regular Part-Time)
2	Medical Coder
1	Mental Health Center Administrator
1	Nursing and Patient Services Coordinator
1	Nutrition and Transportation Services Supervisor
2	Nutrition Services Assistant (Regular Part-Time)
1	Occupational Therapy Supervisor
1	Outpatient Services Administrator

*continued on next page*

# 2022

## HEALTH AND HUMAN SERVICES

### Position Listing (continued)

6	Programs and Projects Analyst
4	Psychiatric Nurse Practitioner
15	Psychiatric Technician *
2	Psychiatrist
1	Psychometric Technician (Regular Part-Time)
1	Public Communications Coordinator
1	Public Communications Specialist
1	Public Health Manager
14	Public Health Nurse (One position is Regular Part-time)
3	Public Health Supervisor
1	Registered Dietetic Technician (Regular Part-Time)
19	Registered Nurse (Two positions are Regular Part-Time)
2	Registered Nurse Supervisor
1	Revenue Cycle Coordinator
2	Senior Administrative Specialist
31	Senior Aging and Disability Resource Center Specialist (One position is Regular Part-time)
3	Senior Clinical Psychologist (One position is Regular Part-time)
7	Senior Dining Manager (Seven positions are Regular Part-Time)
3	Senior Financial Analyst
8	Senior Mental Health Counselor
1	Senior Substance Abuse Counselor
88	Social Worker (One positions are Regular Part-Time)
3	Support Staff Supervisor
1	Veterans' Services Specialist
1	Veterans' Services Officer
2	Volunteer Program Specialist (One position is Regular Part-Time)
5	Weekend Registered Nurse (Part-Time)
2	WIC Program Nutritionist
1	WIC Program Supervisor

433 Total Positions

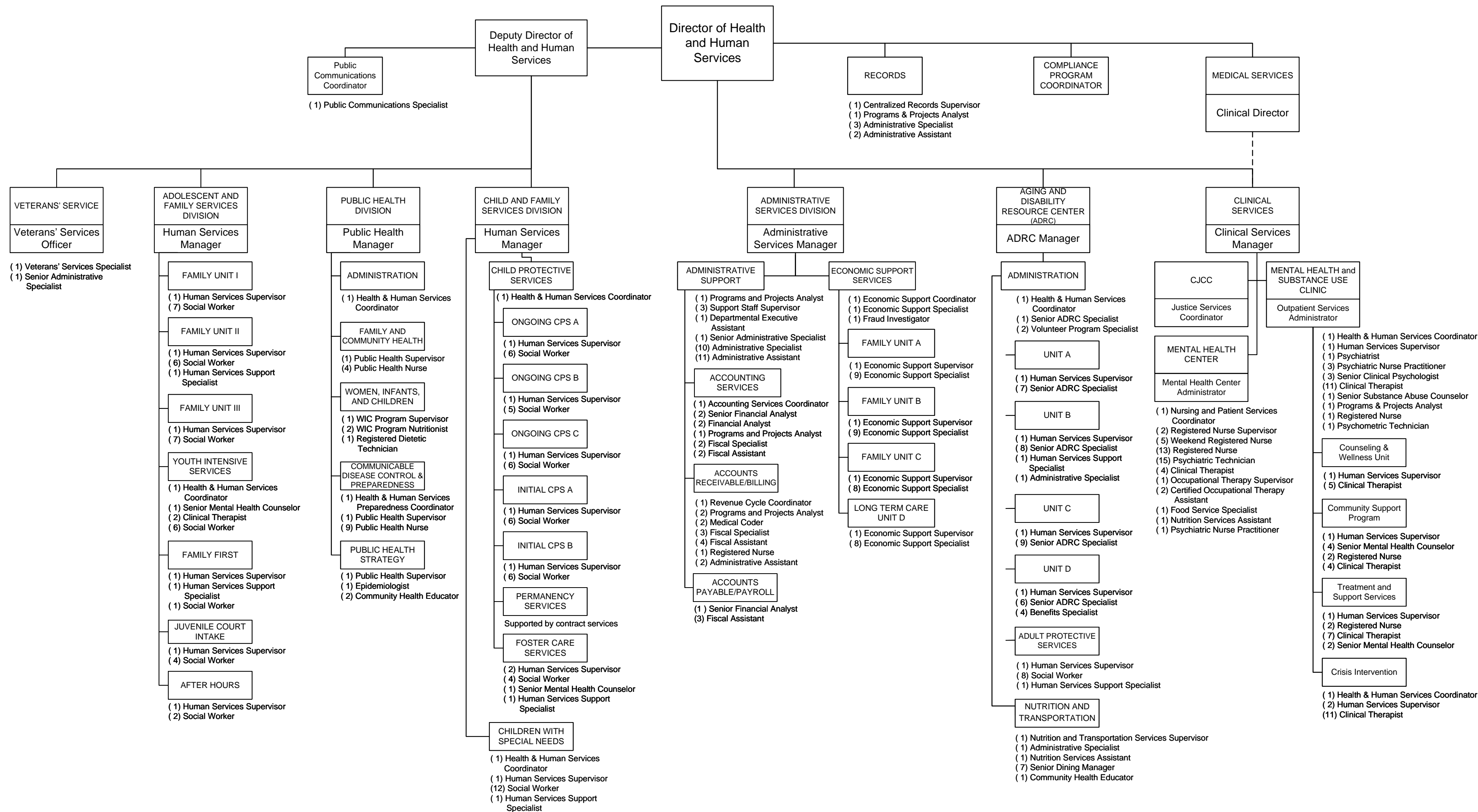
Of the above listed positions, the following are unfunded in the 2022 budget:

1	Chief Psychiatrist
1	Psychiatrist
1	Public Health Nurse
0.5	WIC Program Nutritionist

\* The department has the ability to fill one regular full-time position with two regular part-time positions as is the case with Psychiatric Technicians.

2022

HEALTH AND HUMAN SERVICES



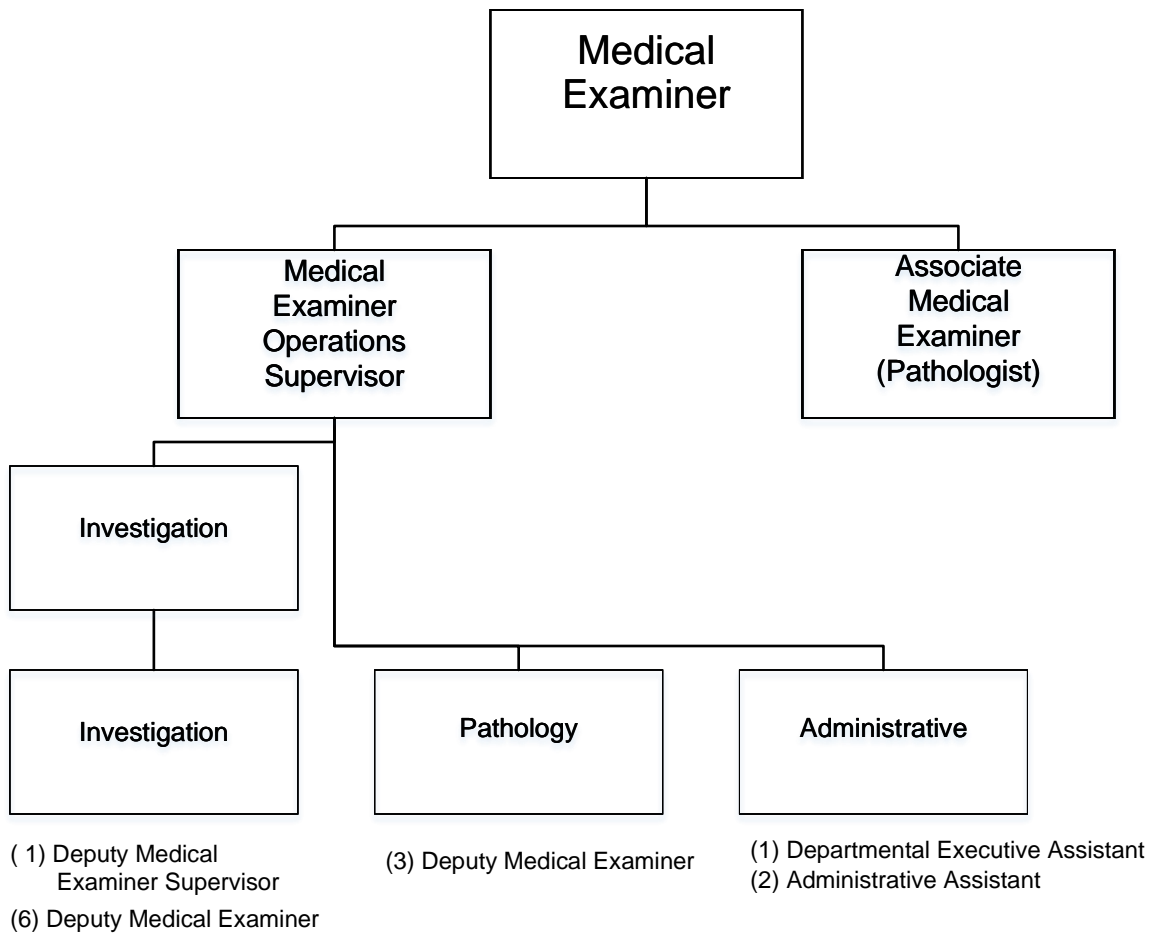
**2023**  
**MEDICAL EXAMINER'S OFFICE**

Position Listing

- 1 Medical Examiner
- 2 Administrative Assistant
- 9 Deputy Medical Examiner
- 1 Deputy Medical Examiner Supervisor
- 1 Departmental Executive Assistant
- 1 Medical Examiner Operations Supervisor
- 1 Associate Medical Examiner (Pathologist)

**16 Total Positions**

# 2023 MEDICAL EXAMINER'S OFFICE



# **2023**

## **PARKS AND LAND USE**

### **Position Listing**

1	Director of Parks and Land Use
3	Administrative Assistant (1-Regular Part-Time)
6	Administrative Specialist
1	Business Manager
2	Carpenter
1	Community Development Manager
1	Conservation Biologist
2	Conservation Specialist
1	Environmental Health Manager
10	Environmental Health Sanitarian
1	Environmental Health Specialist
1	Environmental Health Supervisor
1	Exposition Center Manager
1	Exposition Center Worker
1	Fiscal Assistant
2	Fiscal Specialist
1	Golf Course Clubhouse Supervisor-18 Hole
1	Golf Course Clubhouse Supervisor-9 Hole
2	Golf Course Superintendent
1	Hazardous Materials Coordinator
1	Humane Animal Officer
2	Ice Arena Coordinator
2	Ice Arena Supervisor
2	Land Information Systems Analyst
1	Land Information Mapping Technician (underfilling Land Information Systems Analyst )
1	Land Information Systems Supervisor
1	Land Resources Manager
2	Land Use Specialist
2	Lead Environmental Health Sanitarian
1	Exposition Center Superintendent
1	Nature Center Supervisor
1	Office Services Coordinator

# **PARKS AND LAND USE**

## **Position Listing (Continued)**

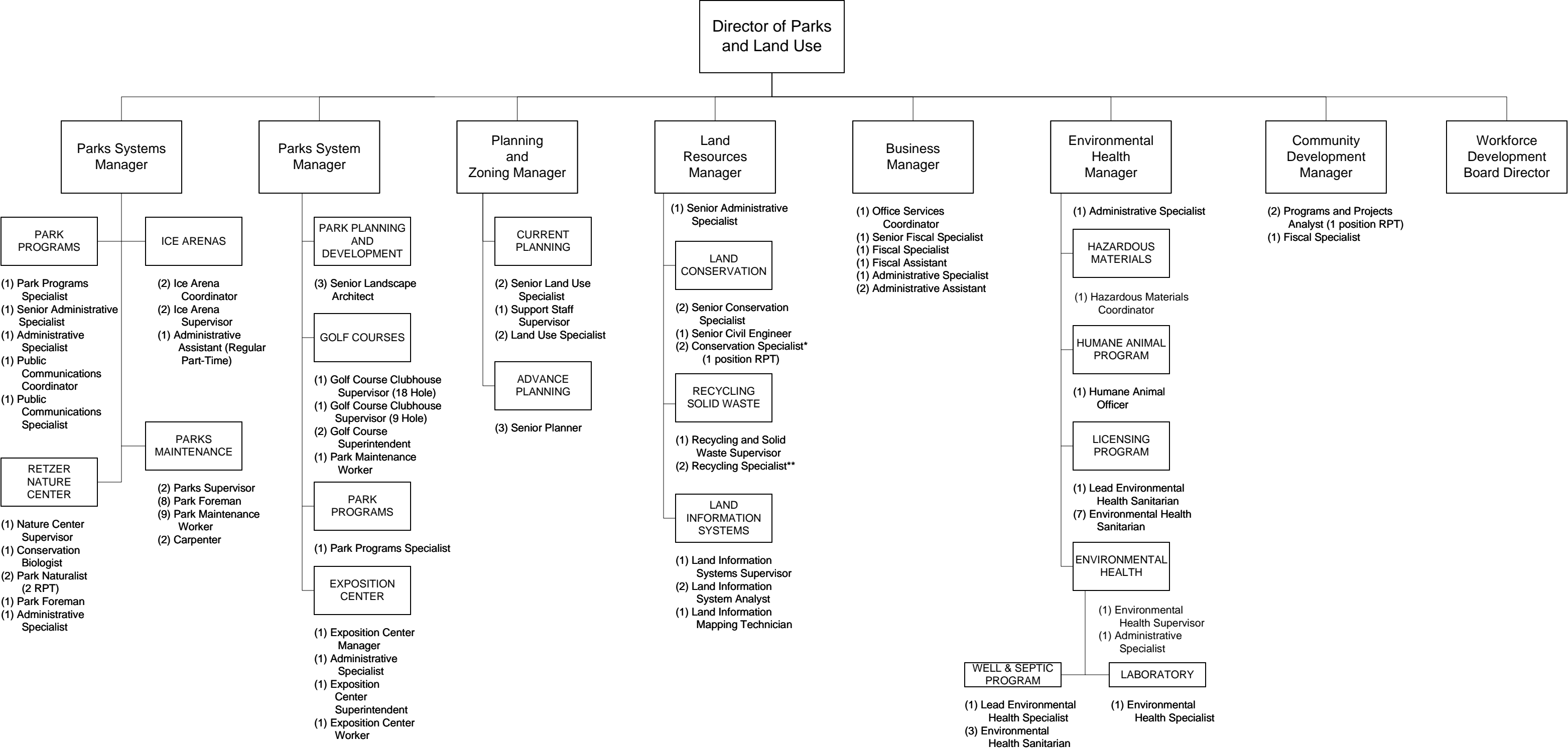
9	Park Foreman
10	Park Maintenance Worker
2	Park Naturalist (Regular Part-Time)
2	Park Programs Specialist
2	Parks Supervisor
2	Parks System Manager
1	Planning and Zoning Manager
2	Programs and Projects Analyst (Regular Part-Time)
1	Public Communications Coordinator
1	Public Communications Specialist
1	Recycling and Solid Waste Supervisor
2	Recycling Specialist
1	Support Staff Supervisor
2	Senior Administrative Specialist
1	Senior Civil Engineer
2	Senior Conservation Specialist
1	Senior Fiscal Specialist
2	Senior Land Use Specialist
3	Senior Landscape Architect
3	Senior Planner
1	Workforce Development Board Director

### **108 Total Positions**

Of the above listed positions, the following are unfunded in the budget:

1	Administrative Assistant (Regular Part-Time)
1	Environmental Health Sanitarian
1	Golf Course Clubhouse Supervisor-9 Hole

2023  
PARKS AND LAND USE



\* Positions were created with sunset provisions and are contingent on continued State funding.  
\*\* If State funding for one of these positions is reduced or terminated, the County budget will be similarly reduced or terminated.



# 2023 PUBLIC WORKS

## Position Listing

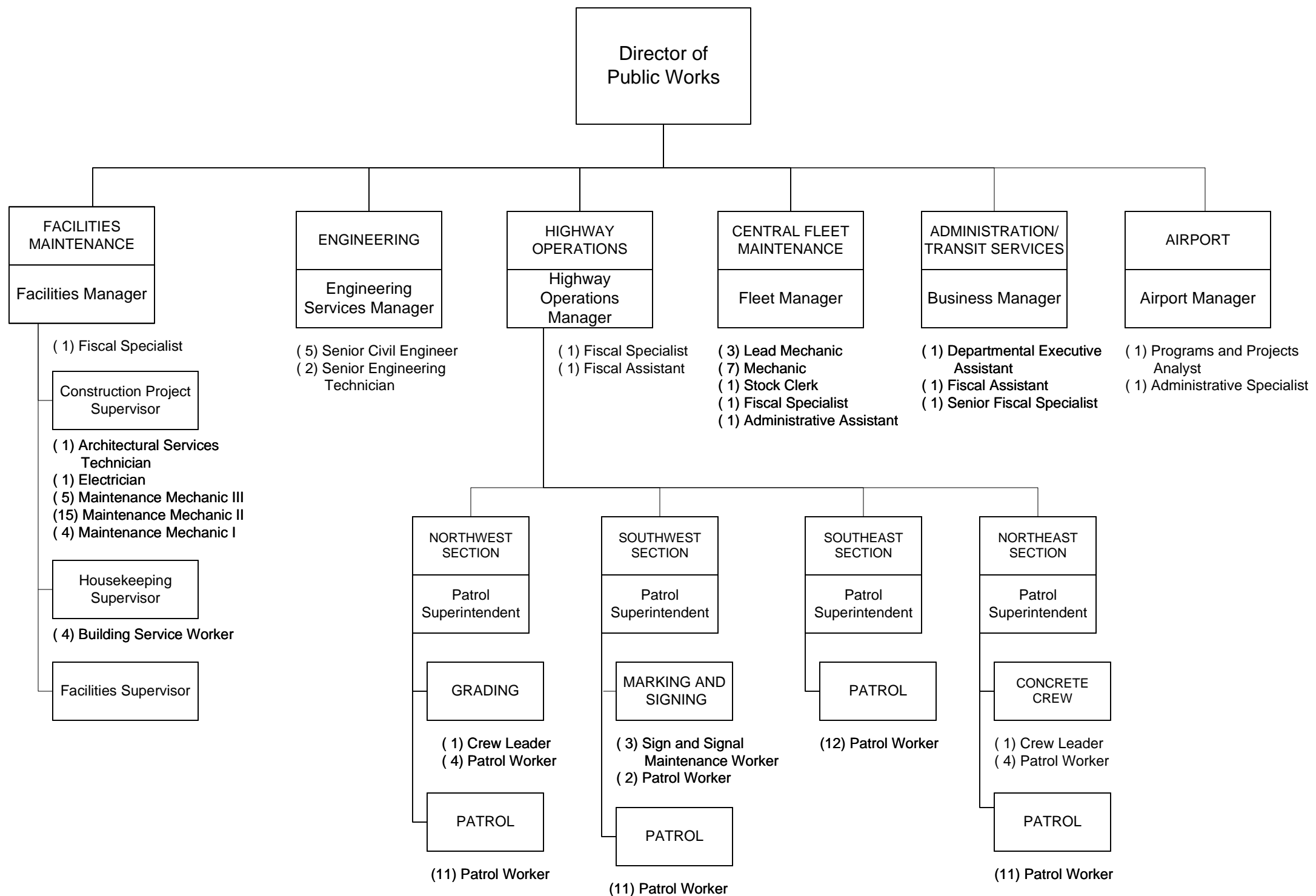
1	Director Of Public Works
1	Administrative Assistant
1	Administrative Specialist
1	Airport Manager
1	Architectural Services Technician
6	Building Service Worker
1	Business Manager
1	Construction Project Supervisor
2	Crew Leader
1	Departmental Executive Assistant
1	Electrician
1	Engineering Services Manager
1	Facilities Manager
1	Facilities Supervisor
2	Fiscal Assistant
3	Fiscal Specialist
1	Fleet Manager
1	Highway Operations Manager
2	Housekeeping Supervisor
3	Lead Mechanic
4	Maintenance Mechanic I
15	Maintenance Mechanic II
5	Maintenance Mechanic III
7	Mechanic
4	Patrol Superintendent
57	Patrol Worker
1	Programs and Projects Analyst
5	Senior Civil Engineer
2	Senior Engineering Technician
1	Senior Fiscal Specialist
1	Shop Supervisor
3	Sign and Signal Maintenance Worker
1	Stock Clerk

## 138 Total Positions

Of the above listed positions, the following is unfunded in the budget:

2	Building Service Worker
1	Housekeeping Supervisor
3	Patrol Worker
1	Shop Supervisor

# 2023 PUBLIC WORKS



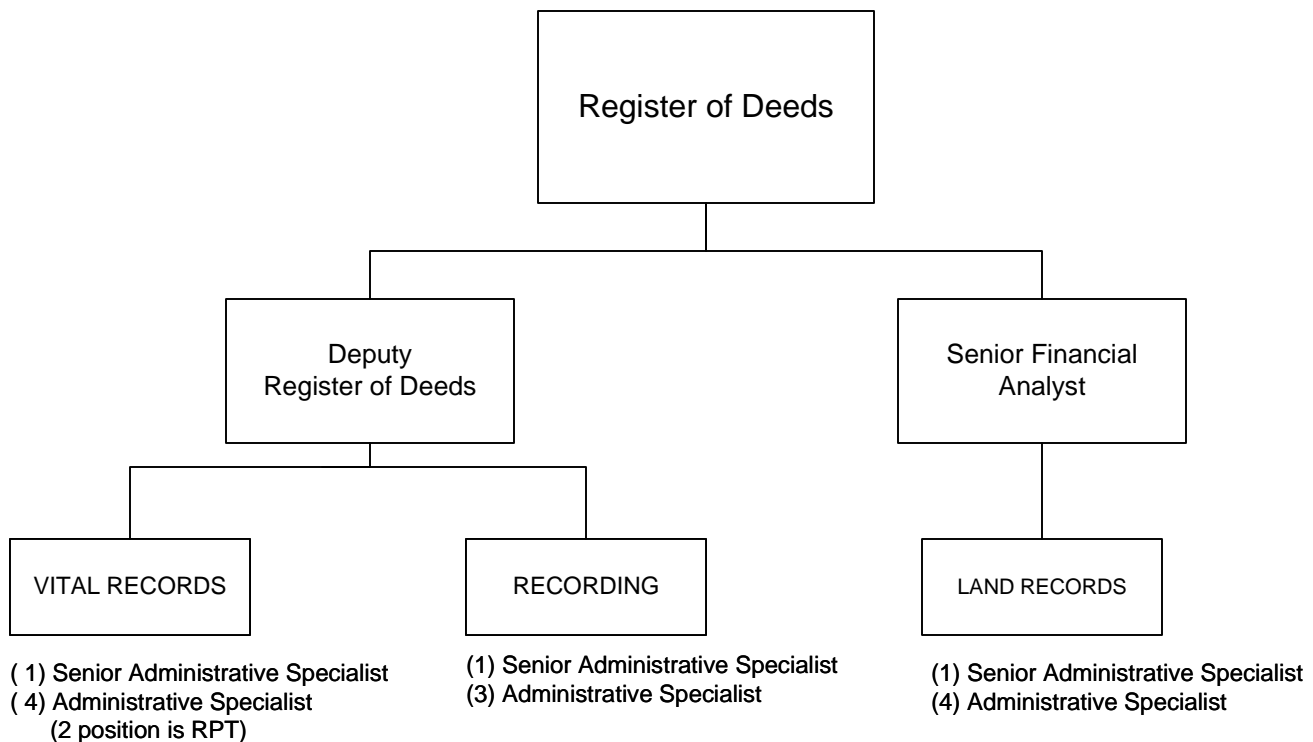
**2023**  
**REGISTER OF DEED'S OFFICE**

**Position Listing**

- 1 Register Of Deeds
- 11 Administrative Specialist (Two positions are regular part-time)
- 1 Deputy Register Of Deeds
- 3 Senior Administrative Specialist
- 1 Senior Financial Analyst

**17 Total Positions**

# 2023 REGISTER OF DEEDS OFFICE



**2023**  
**SHERIFF'S DEPARTMENT**

**Position Listing**

1	Sheriff
7	Administrative Assistant (Two Positions are Regular Part-Time)
24	Administrative Specialist
1	Business Manager
8	Captain
3	Corrections Captain
126	Correctional Officer
13	Corrections Lieutenant
1	Departmental Executive Assistant
1	Deputy Inspector
132	Deputy Sheriff
29	Detective
1	Financial Analyst
4	Fiscal Assistant
3	Fiscal Specialist
1	Inspector
1	Jail Administrator
14	Lieutenant
1	Office Services Coordinator
1	Programs & Projects Analyst
4	Senior Administrative Specialist
1	Senior Correctional Counselor
1	Deputy Jail Administrator
1	Senior Information Technology Professional
1	Support Staff Supervisor

**380 Total Positions**

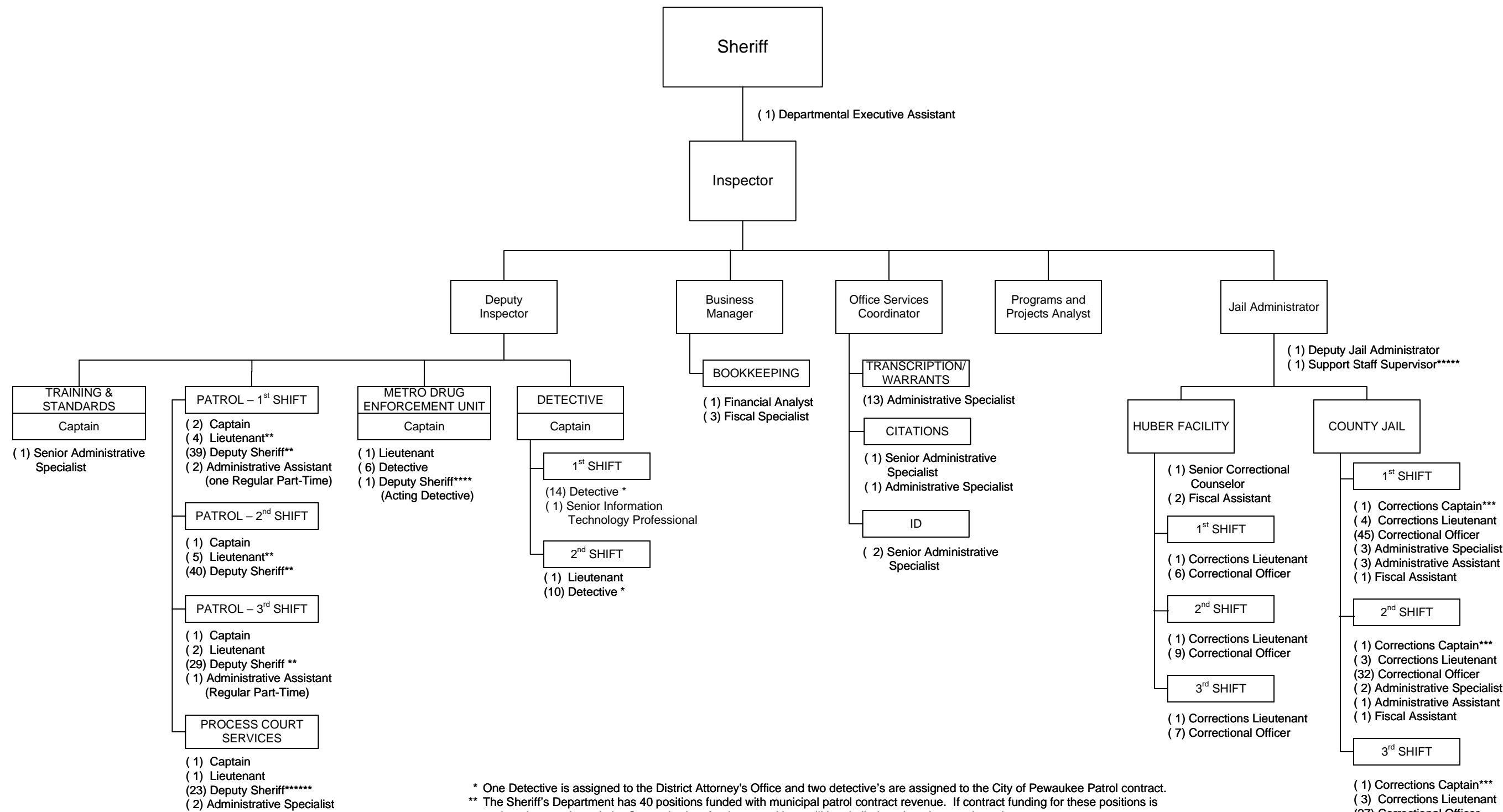
In addition to the above listed positions, the department has the authority to overfill the following:

4	Correctional Officer
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Of the above listed positions, the following is unfunded in the budget:

1	Administrative Assistant (Regular Part-Time)
2	Administrative Specialist
7	Correctional Officer
1	Corrections Lieutenant
7	Deputy Sheriff
2	Detective
2	Fiscal Assistant
1	Senior Correctional Counselor
1	Senior Information Technology Professional

# 2023 SHERIFF'S DEPARTMENT



\* One Detective is assigned to the District Attorney's Office and two detective's are assigned to the City of Pewaukee Patrol contract.  
\*\* The Sheriff's Department has 40 positions funded with municipal patrol contract revenue. If contract funding for these positions is reduced or terminated, the County budget for these positions will be similarly reduced or terminated.  
\*\*\* Each shift has a Corrections Captain assigned. They are responsible for both facilities on their respective shift.  
\*\*\*\* Acting Detective temporarily filled by Deputy Sheriff position.  
\*\*\*\*\* Support Staff Supervisor is responsible for supervising clerical staff in both Jail and Huber Facilities  
\*\*\*\*\* One Deputy Sheriff sunset position (ARPA); assigned to court services, criminal court backlog.

# **2023 UW-Extension**

## **Position Listing**

- 1 Director\*
- 2 4-H Youth Development Educator\*
- 3 Administrative Specialist (Two Positions are Regular Part-Time)
- 1 Commercial Horticulture Educator\*
- 1 Community Development Educator\*
- 1 Consumer Horticulture Educator\*
- 1 Departmental Executive Assistant
- 6 FoodWise Educators\*
- 1 Health and Well Being Educator (Regular Part-Time)\*
  
- 4 Total County Positions
- 13 Total State Positions

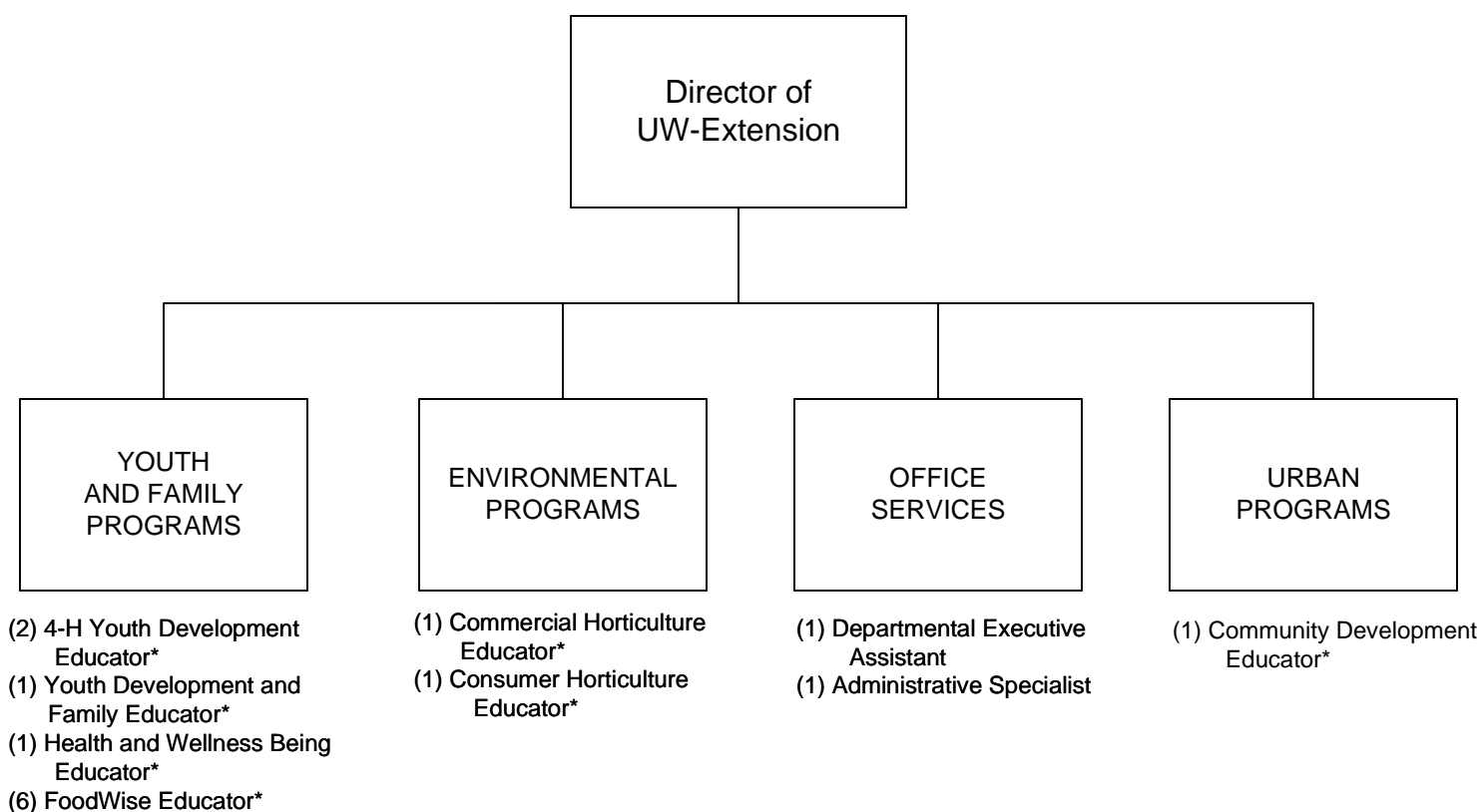
\* State Position

Of the above listed positions, the following are unfunded in the budget:

- 2 Administrative Specialist (Two positions are Regular Part-Time)

2023

U. W. MADISON DIVISION OF  
EXTENSION OFFICE  
(WAUKESHA COUNTY – AREA 20)



\* State Position