

**GRAND FORKS COUNTY  
POLICY MANUAL**

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**POLICY NO. 101-04**

**Eff. 2/21/12  
Rev. 7/17/12**

**ORGANIZATIONAL STRUCTURE**

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**Grand Forks County's organizational chart is posted in the Appendix.**

**All employees are accountable to their designated supervisor, Department Manager and ultimately the County Commission.**

**Department Managers are responsible for the administration of their respective departments, and they report to the County Commission.**

**Additionally, employees who are classified as Appointed Employees are accountable to the elected official appointing them, and serve at the pleasure of that elected official.**

**The following departments are currently recognized within Grand Forks County government:**

<b>Administrative Services</b>	<b>Building Maintenance</b>
<b>Correctional Center</b>	<b>County Commission</b>
<b>County Highway</b>	<b>County Recorder</b>
<b>Emergency Management</b>	<b>Finance and Tax</b>
<b>Information Systems</b>	<b>Juvenile Detention</b>
<b>NDSU Extension</b>	<b>Planning &amp; Zoning</b>
<b>Sheriff</b>	<b>Social Services</b>
<b>States Attorney</b>	<b>Superintendent of Schools</b>
<b>Tax Equalization</b>	<b>Veteran's Service Office</b>

**All Department Managers, supervisors and employees have job descriptions, and are expected to perform their jobs according to those job descriptions. Furthermore, all Department Managers, supervisors and employees are expected to represent the County of Grand Forks in an ethical and responsible manner.**