

# SAN JOAQUIN GENERAL HOSPITAL & SAN JOAQUIN COUNTY CLINICS

ARE RECRUITING FOR:

## MANAGEMENT ANALYST III - *FQHC FINANCE DIRECTOR*



### SAN JOAQUIN GENERAL HOSPITAL

500 W. Hospital Road  
French Camp, CA 95231  
Phone: 209-468-6918



### SAN JOAQUIN COUNTY

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, CA 95202  
Phone: 209-468-3370

Recruitment Announcement  
#1119-RM0226-SR

### THE POSITION

The Management Analyst III as FQHC Finance Director plays a key role in the operation of the San Joaquin County Clinics (SJCC). The incumbent will be responsible for FQHC financial reporting functions and activities and ensures their compliance with applicable regulating agencies; the incumbent will report to the Ambulatory Care Services Director as CEO of the FQHC organization of outpatient clinics.

As part of the SJCC management team, the ideal candidate will possess first-hand experience managing financial reporting requirements placed on FQHC organizations by federal, state and local agencies; and possess a working knowledge of said requirements and reporting mechanisms.

This includes the preparation of monthly and annual financial operations analyses for the Hospital CEO, CFO, SJCC Executive Director and SJCC Board. The incumbent will also serve as an internal resource for other SJGH departments, such as Patient Financial Services, General Accounting, and Patient Accounting regarding FQHC financial operations.

### SAN JOAQUIN COUNTY CLINICS

In 2014 the Federal Health Resources and Services Administration (HRSA) issued a Notice of Federally Qualified Health Center Look-A-Like (FQHC-LAL) designation to San Joaquin County for the San Joaquin County Clinics (SJCC). That designation marked the culmination of a unique public-private partnership between San Joaquin General Hospital and SJCC, a private non-profit organization. SJCC operates eight FQHC-LAL clinics in San Joaquin County serving over 30,000 patients in the greater Stockton area. These services are located in Stockton, Manteca and French Camp serving primary care needs including OB/GYN, Pediatric and Adolescent, Family and Primary Medicine clinics. The goal of SJCC is to provide quality, comprehensive and affordable Primary Medical, Pediatrics, OB-GYN and Women's Health services.

For more information about San Joaquin County Clinics: [SJCClinics.org](http://SJCClinics.org)

**SAN JOAQUIN**  
— COUNTY —  
*Greatness grows here.*

## IDEAL CANDIDATE

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The ideal candidate for this position will have previous experience with:

- ◆ Appraising operating results that have bearing on the fiscal soundness and operating effectiveness of an FQHC organization
- ◆ Working and complying with Health Resources and Services Administration (HRSA) program requirements specifically pertaining to financial operations in an FQHC organization
- ◆ Developing and maintaining effective relationships with other hospital and County departments whose operations impact FQHC finance
- ◆ Assessing the training and development needs of hospital staff who compile and produce financial/utilization data on the FQHCs
- ◆ Providing other types of financial/utilization reports for internal use, revising and updating such reports to be more useful and efficient, and furnishing financial/utilization information to third parties as necessary.
- ◆ Effectively navigating laws and regulations associated with FQHC programs, policies and procedures.

## MINIMUM QUALIFICATIONS

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### **Note: Completion of supplemental questions is required**

- ◆ **Education:** Graduation from an accredited four year college or university with a major in public or business administration, accounting, finance, economics, or a closely related field.
- ◆ **Experience:** Three years of progressively responsible managerial, fiscal, personnel or governmental administrative and/or analytical work, one year of which must have been for a Federally Qualified Health Center (FQHC) at a level equivalent to Management Analyst II in San Joaquin County service. Two or more years of qualifying experience in a Federally Qualified Health Center (FQHC) is highly desired and preferred.
- ◆ **Substitution:** A Master's Degree in public or business administration, economics or a closely related field from an accredited college or university may be substituted for one year of the general required experience.



# SAN JOAQUIN COUNTY

A land of beauty, recreation and natural riches—from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.



## ARTS, CULTURE *and* RECREATION

The arts and culture provide a much-needed respite from everyday worries. The Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the county and beyond, held in downtown Stockton.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The county-owned and operated Micke Grove Park offers a zoo, rides and an historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.

## AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland is dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



## EDUCATION

From preschool to higher education, the county has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and Law School, National University and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The county's 17 school districts provide families with a wide choice for children's educational development.

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Make San Joaquin County your new home. Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.



# MANAGEMENT ANALYST III

## *FQHC FINANCE DIRECTOR*

### COMPENSATION PACKAGE

San Joaquin County offers a competitive compensation package.

**Annual Base Salary: \$85,530 — \$103,979**

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health, dental and vision insurance plans. Other benefits offered by the County include:

- ◆ A 1% employer contribution to the County's 457 Deferred Compensation Plan

Other benefits include:

- ◆ 1937 Retirement Act plan with reciprocity with CALPERS
- ◆ 125 Flexible Spending Benefits Plan
- ◆ 12 days sick leave annually with unlimited accumulation
- ◆ 10 days of vacation leave (15 days after 3 years, 20 days after 10 years and 23 days after 20 years)
- ◆ 14 paid holidays per year
- ◆ 10 days administrative leave per year

For a complete description of the County benefits plan, please visit:

[www.sjgov.org/department/hr/benefits](http://www.sjgov.org/department/hr/benefits)

### APPLICATION & SELECTION

**Final Filing Date: January 3, 2020**

**Apply Online: [www.sjgov.org/department/hr](http://www.sjgov.org/department/hr)**

San Joaquin County Human Resources  
44 N. San Joaquin Street Suite 330 \* Stockton, CA 95202

Tel: 209.468.3370  
Fax: 209.468.0508



*"Our community's health and well-being is our highest priority!"*



# MANAGEMENT ANALYST III

## *FQHC FINANCE DIRECTOR*

### SUPPLEMENTAL QUESTIONS

When completing your online application, you must also answer the supplemental questions—a sample of which is below. In your answers, please provide detailed descriptions of your experience including employer name, position title, and dates of employment. These questions will be reviewed to assess your qualifications.

1. Did you graduate from an accredited four year college or university with a major in public or business administration, accounting, finance, economics, social or behavioral science, or a closely related field?

If yes, please provide the name of the four year college or university, degree earned and the field of study.

2. Do you possess three years of progressively responsible managerial, fiscal, personnel or governmental administrative and/or analytical work?

If yes, please provide an overview of your progressively responsible managerial, fiscal, personnel or governmental administrative and/or analytical work.

3. Did at least one year of the aforementioned experience occur while working for a Federally Qualified Health Center (FQHC) performing at least at a journey level analyst capacity?

Describe the duties performed for the FQHC organization.

4. Do you have any experience appraising operating results that have bearing on the fiscal soundness and operating effectiveness of an FQHC organization (or FQHC-LAL)? If yes, please describe.