The seal of San Joaquin County is visible in the background, featuring a scale of justice and the text "SAN JOAQUIN COUNTY" and "1850".

San Joaquin County Employment Opportunity

Deputy Director of Health Care Services—Fiscal

About the position

San Joaquin County is recruiting for a Deputy Director of Health Care Services to provide leadership for the fiscal and administrative operations of the Health Care Services department. The department is seeking a candidate who is collaborative and results-oriented with fiscal management experience, preferably in the public sector. The Deputy Director interfaces extensively with internal and external agencies and is responsible for leading, managing, directing and administering divisional budgets, fiscal functions and activities and ensures compliance with all County, State, and Federal funding source regulations. The incumbent is expected to model a strong work ethic and leadership skills, including accountability for oneself and others. This position reports to the Director of Health Care Services.

The ideal Candidate

The ideal candidate will possess multi-faceted healthcare-related fiscal management experience, will demonstrate integrity in all areas of responsibility and possess a strong sense of ethics. Excellent communication skills will be key, with the ability to establish relationships, build networks, and generate resources to meet the financial needs of Health Care services to ensure the agency is able to meet its service delivery mission for the community. Strong analytical skills and the ability to make difficult decisions with sound judgment, effective management skills to lead a diverse team that includes subordinate managers and supervisors, and the ability to inspire, motivate and empower staff in their professional development to achieve established goals are desired.

About the department

The Health Care Services department consists of several divisions, including: Behavioral Health Services, Public Health, Correctional Health, Emergency Medical Services, Veterans Services, Conservator's Office, of the Medical Examiner, and Neighborhood Preservation. Behavioral Health Services (BHS), with 800 or more employees, is the largest division offering mental health and substance abuse treatment services, primarily to Medi-Cal beneficiaries in San Joaquin County. This positions is located at the BHS Administrative Offices in Stockton. For more information, please visit our website: [San Joaquin County Health Care Services](http://SanJoaquinCountyHealthCareServices.com)

Recruitment Announcement
0921-EM0250-EX

Equal Opportunity Employer

Human Resources
44 N. San Joaquin Street,
Suite 330
Stockton, California 95202
Phone: (209) 468-3370

SAN JOAQUIN
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Greatness grows here.

Make San Joaquin County your new home!

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, and 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 celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports.

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 a 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.



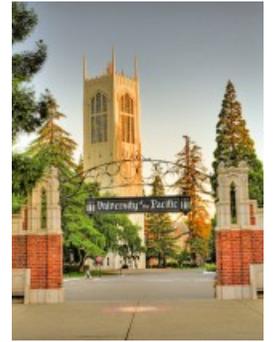
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Education

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.



Agriculture

The county is one of the most agriculturally rich regions in California. Grapes are one of the leading commodities, with 98,000 bearing acres, much of that in wine grapes. Over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Almonds, walnuts, tomatoes and cherries round out the top crops, with an abundance of other produce. Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

Housing

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

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.

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Typical Duties

- Plans, supervises and participates in the preparation and monitoring of comprehensive annual budgets in compliance with County, State and Federal regulations.
- Directs complex cost accounting systems which reflect a variety of funding sources; assures that costs are properly allocated; monitors revenues and expenditures to assure compliance with budget; assures that necessary adjustments are made.
- Prepares annual cost reports; submits to various State and Federal agencies for review, justification of expenditures, and reimbursement; coordinates audit activities performed by County, State, and Federal agencies; analyzes results of audits and prepares appeals of audit exceptions.
- Manages department insurance billing, credit, and collection functions through subordinate staff; ensures appropriate state realignment billing for medical block and substance abuse services grants.
- Oversees and directs the posting of entries to sub-systems such as general ledger, accounts payable, and accounts receivable, and directs the examination of entries posted in ledgers and journals for accuracy in compliance with established accounting procedures and policies; assures the application of appropriate internal accounting controls; provides executive-level support and accountability for audits and other financial reviews.
- Through subordinate managers and supervisors, oversees and directs staff engaged in fiscal and administrative services; monitors staff work activities and responsibilities; directs and administers personnel matters, including employee selection, assignment, and evaluation; directs employee discipline as required; directs and oversees staff development training.
- Acts as liaison with State and Federal agencies, the County Auditor-Controller, County departments, and other agencies as required relating to the financial operations of the department.

Major Responsibilities of the Position:

- Leads the Fiscal Operations of the Health Care Services Agency
- Coordinates the Agency's budget preparation and monitoring with divisional fiscal staff
- Manages State Reporting and MediCal Billing

Desirable Qualifications

Education: Possession of a master's degree in business or public administration, accounting, economics, or closely related field.

Experience: Five years of fiscal management experience in a public health care agency or program, which included the preparation and analysis of complex cost reports and/or budgets. Experience as a Controller or as a CPA in a health care agency is highly desirable.

Required Qualifications

License: Possession of a valid California driver's license.

Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.

For additional information regarding the wellness program, please click to visit the [SJC Engage website](#).



Deputy Director of Health Care Services—Fiscal

Compensation and Benefits

Approximate Annual Base Salary:

\$104,531- \$127,058

In addition to base salary, the County offers a Cafeteria Plan in the annual amount of \$24,023, to eligible hires which is considered the employer's benefit contribution and may be used to purchase medical, dental, and vision coverage. Depending on a candidate's health plan selection, premiums not paid by the Cafeteria Plan allowance will be the employee's responsibility through a pre-tax deduction. Unused monies are paid as additional salary.

- ◆ 457 Deferred Comp Plan with a 2% employer contribution
- ◆ Vacation cash-out up to 8 days annually
- ◆ 1937 Act retirement plan with reciprocity with CalPERS
- ◆ 125 Flex Benefits Plan
- ◆ 15 days of vacation leave a year, 20 days after 10 years, and 23 days after 20 years
- ◆ 12 days of sick leave annually with unlimited accumulation
- ◆ 14 paid holidays per year
- ◆ 10 days of administrative leave year
- ◆ Life Insurance

Potential Cashable Compensation

	Step 1	Step 5
Annual Base Salary	\$104,531	\$127,058
2% Deferred Comp	\$2,091	\$2,541
Vacation Cash Out	\$3,216	\$3,909
Cafeteria Plan	\$24,023	\$24,023
Total	\$133,861	\$157,531

RECRUITMENT INCENTIVES*

- ◆ Reimbursement of qualifying moving expenses up to \$5,000
- ◆ Vacation accrual rate consistent with candidate's total years of Public Service
- ◆ Sick leave credit up to 160 hours of unreimbursed sick leave from prior employer

* Incentives must first be approved by the San Joaquin County Administrator.

Application and Selection

To apply, submit a completed application and supplemental questionnaire via our [webpage](#) on or before the final filing date. All applications will be reviewed by a screening panel. The most qualified will be interviewed by the HCS Director. Offers of employment will be conditional upon passing a pre-employment drug screen, background, and Live Scan fingerprint.

This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions are at-will and are not governed by the Civil Service Rules.

Final Filing Date: October 22, 2021



Supplemental Questions

In addition to the standard application, responses to the following questions will be required:

- Provide a summary of your fiscal management experience in a public sector environment. What was your role and responsibility? Include an organizational chart.
- Describe your experience developing and implementing fiscal controls to ensure compliance with State and Federal funding requirements.
- Describe your budget experience, including the size and complexity of the budget, and your level of responsibility.
- Describe your experience working with local, state and federal legislation and regulations relevant to the fiscal operations of health care services.

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