

SAN JOAQUIN GENERAL HOSPITAL

DEPUTY DIRECTOR SJGH NURSING



SJGH

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

sjgeneral.org



SAN JOAQUIN COUNTY

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

Exempt Recruitment Announcement
0718-EH2105-EX

THE POSITION

San Joaquin General Hospital is seeking a Deputy Director—SJGH Nursing to provide the overall management and leadership to a group of divisions of the inpatient Nursing units: Med/Surg, ICU (including step-down unit), Emergency Department, Dialysis and Case Management. This Senior Management position will report to the Hospital Chief Nursing Officer and will plan, organize, direct and evaluate the SJGH Nursing Standards of care, practice and performance. The Deputy Director—SJGH Nursing will work in a collaborative fashion with hospital personnel and medical staff to achieve the hospital's goals of providing efficient, effective, culturally sensitive care to trauma patients, while focusing on the patients, physicians, employee and the community as customers.

In addition to having a commitment to excellence, well qualified candidates should exercise sound judgment in making clinical and administrative decisions and resolving problems; have strong communication, presentation, and interpersonal skills; and maintain effective working relationships with committees, healthcare staff, external agencies, and the general public.

THE DEPARTMENT

San Joaquin General Hospital, originally established in 1857, is a 196-bed general acute care facility providing a full range of both inpatient and outpatient services. The Nursing Division is composed of 16 distinct units encapsulating total FTEs of 800.

In addition to providing direct medical services, the hospital is active in providing education for health professionals through post-graduate residency programs in General Surgery, Internal Medicine and Family Practice and has trained over 3,000 physicians since the residency programs were established in 1932. The hospital also participates in clinical affiliation agreements for training programs in a variety of health professions including Registered and Licensed Vocational nurses, Pharmacists, Radiology Technologies, Social Workers and Respiratory Therapists.

The mission of San Joaquin General Hospital is dedicated to a philosophy of excellence in providing health services, education and professional training in an integrated system that values quality in life, family interaction, and respect for both clients and employees. The Agency is committed to the delivery of community-oriented, culturally sensitive, and affordable health care throughout San Joaquin County.

San Joaquin County is an Equal Opportunity Employer



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.



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 are 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.

A land of beauty, recreation and natural riches, from the waters of the Delta to the numerous grape vineyards, 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.

Annual family events are 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.





Deputy Director SJGH Nursing

TYPICAL DUTIES

- Plan, organizes and directs a major division of the Nursing Department; assures that division and unit philosophies, plans, and programs are congruent with the overall mission and objectives of the Department of Health Care Services.
- Directs the Nursing Department and all hospital activities on a regular basis in the absence of higher level administrative personnel.
- Ensures that a safe environment is provided for patients, visitors, and employees.
- Interviews and selects applicants for employment; assures appropriate orientation, teaching, supervision, evaluation and management of personnel.
- Directs the preparation, presentation, and control of budgets for areas of assignment; keeps records; writes reports and correspondence.
- Plans, recommends, and implements nurse education programs as appropriate; establishes and maintains teaching programs for patients and families.
- Ensures compliance with State of California regulations and the Joint Commission on Accreditation of Hospital requirements as they pertain to the Nursing Department and area of responsibility.
- Develops, implements, and interprets hospital and department policies and procedure in conjunction with administrative or medical staff in order to promote optimum patient care; coordinates activities with other divisions of the Department of Health Care Services.
- Maintains and updates knowledge and skills by reading literature, attending workshops, lectures, conferences, and classes as may be required by the Administration or the Department of Health Care Services.
- Participates on committees; acts as liaison within area of responsibility between the Department of Health Care Services and outside agencies in order to assure optimum patient care.

THE IDEAL CANDIDATE

The ideal candidate will possess strong leadership and supervisory skills with significant successful nursing experience in the specialty units of responsibility. Experience should include a proven ability to work with and manage a large nursing unit and ability to make critical decisions as they relate to staff and healthcare management.

Desirable expertise includes:

- Supervision over nursing staff
- Effective relationship with hospital medical staff managers and senior leadership
- Budgetary/staffing principles and practices
- Hospital safety practices and principles
- Flexible leadership skills in influencing, motivating and challenging team members to achieve the goals of the department
- Oversight of the department's operations
- Broad exposure to the clinical environment
- Community resources involved in the goals and provision of patient care
- Current trends and developments in the practice of nursing
- Principles and practices of management





Deputy Director SJGH Nursing

COMPENSATION PACKAGE

Annual Base Salary: \$118,622—\$144,165

In addition to base salary, the County offers a Cafeteria Plan in the annual amount of \$24,023 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.

- ♦ A 2% employer contribution to the County's 457 Deferred Compensation Plan.
- ♦ Vacation cash-out up to 8 days annually (valued from \$3,649 to \$4,435).
- ♦ Compaction supplemental pay (currently 10.5% of base salary)
- ♦ 1937 Retirement Act plan with reciprocity with CalPERS
- ♦ 125 Flex Benefits Plan
- ♦ 12 days sick leave annually with unlimited accumulation
- ♦ 15 days of vacation leave (20 days after 10 years and 23 days after 20 years)
- ♦ 14 paid holidays per year
- ♦ 10 days administrative leave per year

Potential Cashable Compensation:

	Step 1	Step 5
Annual Base	\$118,622	\$144,165
2% Deferred Comp	\$2,372	\$2,883
Vacation Cash Out Option (8 days annually)	\$3,649	\$4,435
Cafeteria Allowance	\$24,023	\$24,023
Compaction Supplement (currently 10.5%)	\$12,455	\$15,137
Total Compensation	\$161,121	\$190,643

RECRUITMENT INCENTIVES*

- ♦ Reimbursement of qualifying moving expenses up to \$2,000
- ♦ 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 Office of the County Administrator

DESIRABLE QUALIFICATIONS

Education: Possession of a Bachelor's degree in Nursing, Health Science, Business Administration or other closely related field. A Master's Degree in Nursing, Health Care Administration or Business Administration or other closely related field is **preferred**.

Experience: Four years of management experience at a level equivalent to Nursing Department Director, in addition to **two years** clinical experience in critical care or emergency department areas as a registered nurse in an acute care hospital of 100 or more beds.

License and Certificates: Current registration as a nurse in the State of California.

APPLICATION & SELECTION

Completed application package including supplemental application must be submitted to the Human Resources Division.

Apply Online Today:

www.sigov.org/departments/hr

Or submit your application, supplemental questionnaire and resume to:

San Joaquin County Human Resources
Attn: Roman Plateau
44 N. San Joaquin Street Suite 330
Stockton, CA 95202
Tel: 209.468.6918
Fax: 209.468.6271

If warranted by the number of applicants, applications may be reviewed by a screening panel. Final candidates will be interviewed by the Chief Nursing Officer at San Joaquin General Hospital.

A background investigation will be required for all final candidates. Final appointment will be conditional upon passing a drug screening test as well as a DOJ Live Scan fingerprinting.

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.



Deputy Director SJGH Nursing

SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. These questions will be reviewed in evaluating your qualifications.

Please indicate which education background you possess:

- Bachelor's Degree in Nursing, Health Science, Business Administration or closely related field
 - Master's Degree in Nursing, Health Care Administration, Business Administration or closely related field
- ☐ Bachelor's
☐ Master's
☐ N/A

University Name: _____

Degree/Major Obtained: _____

Do you possess current registration as a Nurse in the State of California? If yes, please provide information below:

License number: _____

Expiration date: _____

Provide a *detailed description* of your experience including **employer name, position title and dates of employment with each answer**. The responses to the following questions will be used in evaluating your qualifications.

1. Please describe your management experience in the administration of nursing departments in an acute care hospital. Include in your answer: the number of staff who reported directly to you and the scope of your administrative responsibilities.

2. Please describe your experience in the development/preparation of departmental financial (budgetary) documentation. Include identification of the budget range (estimate dollar value), brief explanation of budget process and budget due date (annual, semi-annual, etc). If you do not possess this experience, please note "N/A".

3. Please describe your experience developing and implementing policies, guidelines and protocols to improve patient satisfaction ratings.

4. Please describe any experience you possess in the area of process/performance improvements and development of practices and/or principles related to patient safety.