

San Joaquin County is recruiting for:

AMENDED

INFORMATION SYSTEMS ASSISTANT DIRECTOR



THE POSITION

San Joaquin County is recruiting for an Information Systems Assistant Director to act as the Chief Information Officer for San Joaquin General Hospital. This critical leadership position is responsible for the Information Technology needs of the hospital. Specific responsibilities are to develop and implement a strategic Information Technology plan, manage the implementation of new information systems and software acquisitions, manage system administration, including local area networks and wide-area networks, manage the IT department, maintain the privacy and security of all IT information and ensure the cost-effective expenditure of resources. In addition, this position will have overall management responsibility for the implementation of a new Hospital Information System that will be implemented later this year.

THE DEPARTMENT

The Information Systems Division is responsible for the County's core Information Technology and Communications functions. During the current fiscal year, the department is focusing on several key areas which include: cost effective and timely project delivery; improvement and expansion of online and mobile computing services; enhancement of system security; modernization of law and justice technologies; and continued improvement in customer service.

The 2017-18 operating budget for the department is approximately \$32.8 million. The Information Systems Division is staffed with 125 employees which consist of professional and para-professional staff. Some of the projects the department initiated and/or completed include: replacing the clinical and administrative systems used by San Joaquin General Hospital with a series of new technologies; implementing Office 265; and developing mobile workforce infrastructure.

ABOUT SAN JOAQUIN GENERAL HOSPITAL

San Joaquin General Hospital (SJGH), originally established in 1857, is a general acute care facility that also is a Designated Public Hospital that is owned and operated by the County of San Joaquin. It provides a full range of inpatient services that includes general medical/surgical and intensive care, a comprehensive emergency department, high-risk obstetrics and neonatal intensive care, pediatrics, and a level III designated trauma center. In addition to the 196-bed hospital, the medical campus includes multiple facilities dedicated to comprehensive outpatient services including six primary care clinics including family medicine and internal medicine, OB/GYN, and pediatrics as well as a number of specialty clinics (including the full spectrum of medical and surgical sub-specialties).



Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
Stockton CA 95202
Phone: (209) 468-3370
Fax: (209) 468-0508



Exempt Recruitment
Announcement:
0817-EI2400-EX

San Joaquin County is an Equal Opportunity Employer

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 and the Haggin Museum, San Joaquin County Historical Museum, and the Children's Museum of Stockton 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, picnicking, swimming and organized sports. Annual family events include Stockton's 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 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 north to 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 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.



EDUCATION

From preschool to higher education, the county has it covered with an abundant array of opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and School of Law, National University and 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

Homes and apartments are plentiful and the median home price in the county is still affordable when compared to other nearby areas.

Affordable, comfortable housing is available in most sections of the county and new homes abound in both the south and north area, with 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.



Information Systems Assistant Director

TYPICAL DUTIES

- ◆ Ensures application reliability, security, performance, and data integrity and disaster recovery functions.
- ◆ Evaluates new developments in the healthcare information technology industry and communicates to customers potential benefits which may be realized.
- ◆ Implements and encourages the Strategic Direction for Healthcare Information Technology, including consultative services to improve operational effectiveness of healthcare information technology.
- ◆ Initiates projects to review, evaluate, recommend and implement approved changes in technology or service practices to improve the efficiency of the IS Department of SJGH.
- ◆ Develops and monitors work plans for managers; analyzes IS Department of SJGH staffing to determine the most efficient utilization of human resources and acceptable level of skill; assists in the selection of staff.
- ◆ Reviews workload and quality indicators and develops job standards; makes operational streamlining proposals and authorizes, with the Director's approval, any needed changes in staff allocations or assignments to maintain desired standards.
- ◆ Attends regular customer service status meetings with IS Department of SJGH coordinators and managers.
- ◆ Schedules and coordinates vendor presentations to the IS Department of SJGH employees as appropriate; conducts periodic comparisons of vendor products and prices in desktop applications, PC hardware, and client/server systems; prepares appropriate reports for analysis and distribution.
- ◆ Develops training plans/programs to promote the development of staff for the benefit of the County. Encourages research and development of new techniques and procedures to improve capabilities of personnel.
- ◆ Prepares a variety of reports, special studies and correspondence.

THE IDEAL CANDIDATE

The ideal candidate will possess:

- ◆ A minimum of four years experience managing a fast-paced, high-performance IT team, in a health care services or acute care hospital environment.
- ◆ Demonstrated responsibility for the selection, implementation and maintenance of a major data management system.
- ◆ Proven working knowledge and experience with computer hardware, systems, and software, in a health care services or acute care hospital setting.
- ◆ Strong communication skills and a customer service focus.
- ◆ Solid understanding of health services operations.

VISION/MISSION

The San Joaquin County Information Systems Division supports technology solutions that create opportunities to transform the way service is brought to the public through:

- ◆ **Leading:** Guiding the organization into the technologies of the future.
- ◆ **Integrating:** Expanding services through information sharing.
- ◆ **Partnering:** Building success by combining resources
- ◆ **Educating:** Creating a technologically enabled organization
- ◆ **Consulting:** Sharing knowledge and skills to achieve solid business decisions
- ◆ **Supporting:** Aligning roles to meet changing service needs.



Information Systems Assistant Director

COMPENSATION PACKAGE

Annual Base Salary: \$123,360-\$149,928

In addition to the base salary, the County offers:

- ◆ Cafeteria Plan in the amount of \$24,023 annually which may be used to purchase medical, dental, and vision coverage. Unused monies are included in salary.
- ◆ A 2% employer contribution to the County's 457 Deferred Compensation Plan (valued from to \$2,467 to \$2,998 annually)
- ◆ Vacation cash-out up to 8 days annually (valued from \$3,796 to \$4,613 annually)

Potential Cashable Compensation:		
	Step 1	Step 5
Annual Salary	\$123,360	\$149,928
2% Deferred Comp	\$2,467	\$2,998
Vacation Cash Out 8 days annually	\$3,796	\$4,613
Cafeteria	\$24,023	\$24,023
TOTAL:	\$153,646	\$181,562

- ◆ 1937 Act plan with reciprocity with CalPERS
- ◆ 125 Flex Benefits Plan
- ◆ 12 days of sick leave annually with unlimited accumulation
- ◆ 15 days of vacation leave a year (20 days after 10 years. 23 days after 20 years)
- ◆ 14 paid holidays per year
- ◆ 10 days administrative leave per year

www.sjgov.org/departments/hr/Benefits

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

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

DESIRABLE QUALIFICATIONS

Education: Graduation from an accredited college or university with a major in Public Administration, Business Administration, Communications, Information Technology, Computer Science, or related field

Experience: Four years of experience in a management capacity which included managing large-scale, complex information systems and implementing complex, advanced information technology projects.

Substitution: Additional qualifying experience may be substituted for education on a year-for-year basis. A graduate degree in Public or Business Administration may be substituted for two years of the required experience.

APPLICATION AND SELECTION

Completed application package including supplemental application must be submitted to the Human Resources Division by the final filing date:

September 15, 2017

Apply Online Today:

Website: www.sjgov.org/hr

Or submit your application, supplemental and resume to:

San Joaquin County Human Resources
Attn: Lisa Nebe
44 N. San Joaquin Street Suite 330
Stockton, CA 95202
Tel: 209.468.9553
Fax: 209.468.0508

If utilized, a screening panel will select those most qualified to be considered for participation in selection processes.

Final candidates will be interviewed by the Information Systems Director. Finalists will be asked to complete a background investigation. Offer of employment is contingent upon passing a DOJ Live Scan and a pre-employment drug screening.

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.

San Joaquin County is an Equal Opportunity Employer



Information Systems Assistant Director

SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately and limit one page per question. When answering the questions below related to your experience, please provide a detailed description that includes **the name of your employer, your dates of employment, and your job title.** These questions will be reviewed by the screening panel in evaluating your qualifications.

1. Please provide an overview of your management experience in a large scale complex information systems environment in a health care or acute care hospital setting. Include level and span of supervision and most recent organization chart (if available).
2. Describe your experience developing strategic technology plans for a large scale health care information systems environment .
3. Describe your plan for your first 90 days in the position if selected for this position .
4. Describe your experience implementing a Health Information System within a hospital or health system setting. Include your role in each stage of the implementation process, including procurement, system evaluation and project management .