



500 W. Hospital Road, French Camp, CA 95231 - (209) 468-6000



Is Recruiting For:

CHIEF OPERATING OFFICER



SJGH

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

Exempt Recruitment Announcement
0718-EH3105-EX

San Joaquin General Hospital is seeking a highly ethical, principled and talented Chief Operating Officer to join the Executive Management team to provide executive operational leadership ensuring the smooth and efficient operation of hospital ancillary support and non-nursing clinical services.

Well-qualified candidates should possess a strong foundation in healthcare facility operations and possess the highest level of dedication to delivery of quality healthcare services. In addition to having integrity and a philosophy of excellence, education and professional training, candidates should exercise sound judgment in making administrative decisions and resolving problems, have strong communication, presentation, and interpersonal skills, and maintain effective working relationships with committees, healthcare staff, the County Administration, County Board of Supervisors and the general public.

THE DEPARTMENT

San Joaquin General Hospital, a public hospital originally established in 1857, is a 196-bed general acute care facility providing a full range of both inpatient and outpatient services. 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 Technologists, Social Workers and Respiratory Therapists.

San Joaquin General Hospital's friendly staff is committed to creating a warm and personal environment which is sensitive to both a patient's emotional and physical needs. The staff of San Joaquin General Hospital work hard to provide the highest quality health care services to the residents of San Joaquin County. We are proud and confident of our tradition of serving and caring for our patients with courtesy, respect, dignity, enthusiasm and a positive attitude.

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

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. 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.

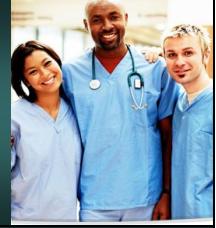
Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

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.



Chief Operating Officer



SJGH MISSION STATEMENT

San Joaquin County 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 Hospital is committed to the delivery of community-oriented, culturally sensitive, and affordable health care throughout San Joaquin County.



THE POSITION

The Hospital Chief Operating Officer is a member of the executive management team at San Joaquin General Hospital. Well-qualified candidates will have a strong administrative background in healthcare facilities and demonstrate experience with the principles and practices of health care administration including budget and fiscal management, supervision, responsibility and accountability in the operation of multiple and diverse services within healthcare organization.

Candidates must also be well versed with the day-to-day operational needs in regards to appropriate staffing levels and standards to measure, assess, and improve patient outcomes.

The Hospital Chief Operating Officer will provide oversight to the following departments:

- ◆ Food and nutritional services
- ◆ Environmental Services/ Housekeeping
- ◆ Plant operations / Facilities
- ◆ Laundry / Linen
- ◆ Laboratory
- ◆ Pharmacy
- ◆ Diagnostic Imaging



DUTIES AND RESPONSIBILITIES

The Hospital Chief Operating Officer is responsible for the following responsibilities:

- ◆ Assists the CEO by providing executive-level leadership over multiple diverse divisions and services such as hospital support services, non-nursing clinical services, medical staff support services, physician contracting/recruitment, and the graduate medical education program; plans, organizes, directs, manages, controls, and reviews the operations of assigned functions, divisions and services; determines strategic priorities; reviews, evaluates, and approves operating procedures and policies for assigned areas; exercises good judgment and makes sound decisions in managing assigned areas.
- ◆ Directs the activities of assigned departments and services through subordinate managers and supervisors; selects staff and evaluates performance; reviews and takes action on disciplinary matters.
- ◆ Assists with development and execution of strategic and operational plans for the organization; direction, supervision, and improvement of assigned hospital departments and services; works collaboratively with the hospital leadership team and administrators to develop and implement well-balanced clinical and support services that are in line with the mission and core metrics of San Joaquin General Hospital and the county as a whole; develops and implements appropriate quality control and quality improvement programs and initiatives; analyzes and monitors performance indicators; ensures that quality business practices and necessary internal controls are enforced while adhering to sound personnel management and customer service standards.
- ◆ Assists the CEO in ensuring that the Hospital is in compliance with all applicable regulatory requirements and quality standards, including the California Code of Regulations Title 22, the Joint Commission, and other federal and state regulatory agencies and accrediting organizations.

For a full list of areas of responsibility, please refer to position job description



Chief Operating Officer



COMPENSATION PACKAGE

San Joaquin County offers a competitive compensation package.

Annual Base Salary: \$186,093.31-\$226,241.60

In addition to base salary, the County offers:

- ◆ Cafeteria Plan: **\$24,022.96** annual amount which may be used to purchase medical, dental, and vision coverage. Unused monies are included in salary. The entire cafeteria amount is considered earnings and is added to the base salary when calculating retirement benefits.
- ◆ A 5% employer contribution to the County's 457 Deferred Compensation Plan.
- ◆ Vacation cash-out up to 15 days annually (valued from \$10,736 to \$13,052).

Total potential cashable compensation valued as follows:

	Base	Midpoint	Maximum
Annual Base	\$186,093	\$205,177	\$226,241
5% Deferred Comp	\$9,304	\$10,258	\$11,312
Vacation Cash-Out	\$10,736	\$11,836	\$13,052
Cafeteria Plan	\$24,023	\$24,023	\$24,023
Total Compensation	\$230,156	\$251,294	\$274,628

Other benefits:

- ◆ 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).
- ◆ 10 days administrative leave per year.

<https://www.sjgov.org/department/hr/benefits>

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

*Recruitment Incentives may be available. Incentives must first be approved

DESIRABLE QUALIFICATIONS

Education: Possession of a Master's Degree from an accredited college or university in Health Care Administration, Hospital Administration, Public Health, Business Administration or closely related field.

Experience: Six years of senior management-level health care operations management or other hospital administration experience in an accredited acute care hospital. District, County or other public hospital experience preferred.

License & Certificates: Membership in American College of Healthcare Executives (ACHE).

APPLICATION & SELECTION

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

July 13, 2018

Apply Online Today

Website: <https://www.sjgov.org/department/hr>

Or submit your application, supplemental and resume to:

San Joaquin County Human Resources
Att: 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. If utilized, the screening panel will select those most qualified to be considered for participation in selection processes.

Final candidates will be interviewed by the Chief Executive Officer of San Joaquin General Hospital.

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.

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



Chief Operating Officer

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, limit-one page per question. Please provide a ***detailed description*** of your experience including **employer name, position title and dates of employment with each answer**. These questions will be reviewed in evaluating your qualifications.

This position will oversee San Joaquin General Hospital's Ancillary and Support Service departments. Ideal candidates should have experience in the following areas:

Management/Leadership Experience

1. Please describe your management and leadership experience in an acute care hospital. Include in your answer: staffing and scope of administrative responsibilities and provide specific examples of the challenges you faced and how you developed solutions and/or operational strategies to achieve the hospital's mission and objectives.

Policy and Program Development

2. Provide specific examples of policies or programs you developed and led and what accomplishments you made as an administrator of those areas.
 - ⇒ Please also include your experience in ***developing*** Hospital-wide systems that reflect current clinical practice, professional standards and resource management tools. Provide specific examples of your role in the implementation and management of these areas as they pertain to staff adherence, training, and remaining within the guidelines of Joint Commission, State and Federal Regulations.

Financial and Budgetary Experience

3. Please describe your experience in coordinating and managing various Health Care funding accounts. Please be specific on what role you played in the budgetary process and scope of responsibilities including the financial challenges you may have faced when balancing FTEs with census, monitoring overtime of staff and solutions you developed to minimize these challenges.

Presentation and Networking Experience

4. Please describe your networking and public speaking experience when working with Hospital Boards and Committees, political representatives and the community. Include examples of presentations you have conducted as they pertain to Health Care Administration.