



# San Joaquin County is recruiting for:

## SENIOR DEPUTY DIRECTOR - BEHAVIORAL HEALTH SERVICES



### MISSION

*The mission of San Joaquin County Behavioral Health Services is to partner with the community to provide integrated, culturally and linguistically competent mental health and substance abuse services to meet the prevention, intervention, treatment and recovery needs of San Joaquin County residents.*

**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:**  
0116-ES2300-EX

### THE POSITION

San Joaquin County is seeking a candidate who possesses strong management, communication and interpersonal skills to serve as the Assistant Behavioral Health Services Director (Senior Deputy Director of Behavioral Health Services). The Senior Deputy Director of Behavioral Health Services helps to ensure compliance with all applicable laws, regulations, as well as the policies established by the Director of Behavioral Health Services, the County Administrator, and the Board of Supervisors. The incumbent is expected to model a strong work ethic and leadership skills, including accountability for oneself and others.

### THE DEPARTMENT

Behavioral Health Services, a division of the Health Care Services Agency (HCS). Other divisions include Correctional Health Services, Emergency Medical Services, Public Health Services, and Veteran's Services, provides an array of mental health and substance use disorder treatment services, primarily for Medi-Cal beneficiaries in the County.

Behavioral Health operates on the following primary core values:

- **Service** - We are dedicated to serving our community through the promotion of behavioral health and wellness.
- **Recovery** - We share a belief that all individuals can find a path towards health and well being.
- **Respect** - We value diverse experience, beliefs, and backgrounds and strive in our interactions to keep everyone's dignity intact.
- **Integrity** - Our values guide us as individuals and as an organization to be responsive and trustworthy.



*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.

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 unique cultural, recreational, and educational opportunities, that the area provides.



# SENIOR DEPUTY DIRECTOR - BEHAVIORAL HEALTH SERVICES

## **TYPICAL DUTIES**

- ♦ Assists the Chief Deputy Director with the administration of Behavioral Health Services programs; plans, organizes and directs assigned activities, functions, and budgets of assigned sections and/or programs of the San Joaquin County Behavioral Health Services Division of Health Care Services; develops and recommends operational objects; directs operations to maximize efficiency, improve service levels, reduce administrative and service provision costs, and ensure effective utilization of available resources; exercises good judgment and makes sound business decisions in managing activities; provides strategic leadership through communication, demonstration, and accomplishment of the organizational mission, vision, and values.
- ♦ Through subordinate managers and supervisors, directs and manages the work activities of a multidisciplinary staff; monitors staff work activities and responsibilities; directs and administers personnel matters, including employee selection, assignment, and evaluation; directs and reviews employee discipline as required; directs and over sees staff development training.
- ♦ Assists the Chief Deputy Director in the development, implementation, and establishment of departmental policies and procedures; administers programs in compliance with legal regulations and requirements; analyzes and interprets existing and proposed federal, state, and local legislation, policies, procedures and other directives to determine impact on assigned operations; implements appropriate intradepartmental compliance procedures.
- ♦ Leads or assists with the preparation, presentation, and administration of departmental budgets; analyzes fiscal information and recommends cost efficient options and appropriate levels of service.
- ♦ Analyzes and summarizes complex narrative information and statistical data; prepares or supervises the preparation of reports and correspondence; makes presentations to groups and individuals, including boards and commissions.

## **TYPICAL DUTIES, Continued**

- ♦ Develops and maintains cooperative and collaborative working relationships with federal, state and county officials, other counties, community groups, and the public; meets and confers with various agents to negotiate effective solutions to difficult problems; coordinates the provision of departmental services as assigned.
- ♦ Attends meetings and conferences, including meetings of the Board of Supervisors; provides recommendations on matters germane to areas of assignment; participates on committees and task forces pertaining to issues germane to the department; may represent Behavioral Health Services and/or Health Care Services with outside agencies and the general public; may meet and confer with various agents to negotiate effective solutions to difficult problems; represents the Chief Deputy Director in his/her absence as assigned.

## **THE IDEAL CANDIDATE**

The ideal candidate will have outstanding general management skills.

The ideal candidate will possess:

- ♦ Public sector health care senior management experience
- ♦ General knowledge of funding sources for mental health and/or substance abuse programs
- ♦ Knowledge of behavioral health clinical program services and administration
- ♦ Demonstrated leadership skills; proven ability to effectively manage and build consensus among staff
- ♦ Well-developed organizational and decision making skills as well as superb interpersonal skills
- ♦ High level of integrity and strong sense of ethics
- ♦ Excellent written and verbal communication skills
- ♦ Demonstrated management experience which included responsibility for employee performance and management





# SENIOR DEPUTY DIRECTOR - BEHAVIORAL HEALTH SERVICES

## COMPENSATION PACKAGE

**Annual Base Salary: \$118,622 - \$144,165**

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 \$2,372 to \$2883)
- ♦ Vacation cash-out up to 8 days annually (valued from \$3,650 to \$4,436)

**Potential Cashable Compensation:**

	Step 1	Step 5
Annual Base Salary	<b>\$118,622</b>	<b>\$144,165</b>
2% Deferred Comp	\$2,372	\$2,883
Vacation Cash Out - 8 days annually	\$3,650	\$4,436
Cafeteria	\$24,023	\$24,023
<b>Total</b>	<b>\$148,667</b>	<b>\$175,507</b>

- ♦ 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/hr/Programs/Benefits](http://www.sjgov.org/hr/Programs/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.*

*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.*

## REQUIRED QUALIFICATIONS

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

## DESIRABLE QUALIFICATIONS

Candidates selected to participate in the selection and screening processes will possess a combination of managerial experience in a public sector health care agency or program including at least one year in a senior management capacity and at least three years managing behavioral health administrative or clinical program services and activities and education from an accredited college or university with master's or doctorate degree required by the State of California.

For a complete job description, please visit our website at [www.sjgov.org/hr](http://www.sjgov.org/hr).

## APPLICATION AND SELECTION

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

**February 12, 2016**

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

Or submit your application, supplemental and resume to:

San Joaquin County Human Resources  
Attn: Marie Sneed  
44 N. San Joaquin Street Suite 330  
Stockton, CA 95202  
Tel: 209.468.9755  
Fax: 209.468.0508

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 James Garret, Director of Behavioral Health Services.

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



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# SENIOR DEPUTY DIRECTOR - BEHAVIORAL HEALTH SERVICES

## SUPPLEMENTAL QUESTIONS

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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, dates of employment, and your job title.** These questions may be reviewed by the screening panel in evaluating your qualifications.

1. Describe your administrative or program management experience in a behavioral health services agency including the types of program services and activities. What was your role and responsibility? Include an organization chart with your employment application packet.
2. Describe your experience development and implementing clinical treatment programs. Identify the specific program and your level of responsibility in the development and implementation.
3. Describe your management experience which included responsibility for employee performance management and discipline.
4. Please describe your budget experience, including the size and complexity of the budget and your level of responsibility.
5. Describe your experience presenting before a board or committee.