COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY

LIVE WELL
SAN DIEGO

Deputy Director, Departmental Operations - Self-Sufficiency

Health and Human Services Agency

Anticipated Hiring Range $ 176,000 - $183,400 Annually







The Position

The Deputy Director, Departmental Operations is an executive leader overseeing the administrative and operational functions within the Health and Human Services Agency (HHSA) of the Self- Sufficiency Department. Reporting to the Assistant Director, this role provides strategic direction, ensures effective program operations, and guides implementation of policies and procedures supporting major public assistance programs, including CalWORKs, CalFresh, Medi-Cal and General Relief. The position fosters a collaborative, data-informed environment; mentors and develops management staff; aligns services with stakeholder needs; and advances service delivery that supports wellness, self-sufficiency, and an improved quality of life for individuals and families throughout San Diego County.

Key responsibilities include:

- Assists in the planning, implementation, and evaluation of major public assistance programs, including CalWORKs, CalFresh, Medi- Cal, and General Relief.
- Provides strategic guidance to the Director and Assistant Director on program development, policy initiatives, emerging issues and operational priorities.
- Directs and coordinates division activities and activities across County departments, governmental agencies, and private partners to promote integrated service delivery.
- Mentors, coaches, and supports managers and leaders to strengthen organizational capacity, performance, and professional development.
- Assesses and balances the needs of multiple stakeholders to ensure programs and services remain responsive, equitable, and effective.
- Develops, advises on, and recommends policies and program strategies that support the Division's mission and align with County priorities.
- Presents reports, recommendations, and program updates to the Board of Supervisors, County executives and community groups.
- Works closely with HHSA's executives and County senior leadership to advance the *Live Well San Diego* vision and the Framework for Our Future.
- Act as a liaison with other public and private agencies, and coordinates activities with County departments as well as federal, State and local governments.

Health and Human Services Agency

The County of San Diego Health and Human Services Agency (HHSA) provides vital health, housing, and social services to more than 3.3 million residents across 18 cities, 18 federally recognized tribal reservations, 16 major naval and military installations, and the unincorporated areas of the County.

About one in every three county residents is a direct recipient of HHSA services each year, emphasizing the critical role the Agency plays as a robust service network contributing to a region that is Building Better Health, Living Safely, and Thriving. This vision is played out in a collective effort called **Live Well San Diego. Learn more about HHSA.**






The Ideal Candidate

HHSA is seeking a dynamic and innovative leader to provide direction over a large, complex department that provides a broad range of health and social services, promoting wellness, self-sufficiency, and a better quality of life for all individuals and families in San Diego County.

The ideal candidate for this position will have executive-level leadership and decision-making skills, as well as organizational and political acumen to advise and provide direction for Self-Sufficiency Services. The ideal candidate will also possess a professional history that demonstrates the following leadership attributes and competencies:

- Extensive administrative and operational oversight experience within public assistance programs such as CalWORKs, CalFresh, Medi-Cal, and General Relief.
- Strong expertise in strategic planning, project management, and outcome-based performance management, with the ability to apply data-driven methods to improve outcomes.
- Demonstrates strong organizational awareness and strategic judgment, consistently making informed decisions that balance program needs with department-wide priorities, cross-functional impacts, and long-term organizational goals.
- Motivational, coaching, and inspirational leadership skills that foster staff engagement and support achievement of HHSA goals and performance standards.
- Deep knowledge of equity, belonging, and racial justice principles used to align programs, proposals, and policies with the County's Operational and Strategic Plan.
- A proven record of innovative problem solving, team building, strategic thinking, political awareness, and exceptional organizational acumen.
- Advanced written communication skills demonstrated through drafting and editing Board Letters, executive reports, program briefings, and presentations.
- Demonstrated strength in relationship building and collaboration, with a consistent history of achieving meaningful and measurable results.
- Excellent judgment in identifying and elevating issues for timely communication to staff, peers, and executive leadership.
- Highly effective communicator with the capacity to address sensitive or complex issues involving staff, customers, media, and community partners.
- Success working within diverse, multidisciplinary teams to achieve shared organizational objectives.







Minimum Qualifications

Five years of experience demonstrates the ability to perform the essential functions of the classification. Experience must include three years of management level experience and at least one year of supervision AND A bachelor's degree from an accredited U.S. college or university or a certified foreign studies equivalency.

Notes: For positions reporting to an Assistant Director, experience, as described above, may substitute for education.

A master's or doctoral degree from an accredited U. S. college or university, or a certified foreign studies equivalency, may substitute for up to one (1) year of the required experience and cannot be applied to the required one year of supervision.

Why San Diego?

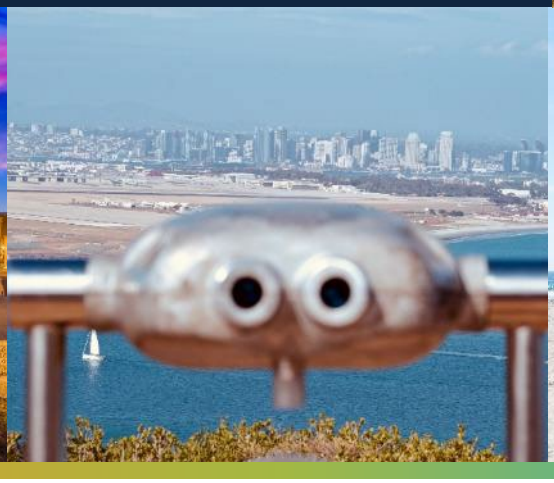
Enjoy a lifestyle that balances work and play:

- Pristine Coastline: Over 70 miles of beaches.
- Mild Weather: Average 72°F with 10.4 inches of annual rainfall.
- Diverse Geography: Snow-capped mountains, deserts, and vibrant cities.
- Culture & Entertainment: Petco Park, Gaslamp Quarter dining, and multicultural experiences.











County of San Diego
Vision & Value



The County of San Diego and its employees embrace the vision of a just, sustainable, and resilient future for all. Our values include: integrity, equity, access, belonging, excellence, and sustainability. Each of these values is infused throughout our operations. The County also embraces a mission of strengthening our communities with innovative, inclusive, and data driven services through a skilled and supported workforce. Read more about our Strategic Plan for more information.

COUNTY OF SAN DIEGO
DIVERSITY & INCLUSION

The County of San Diego is committed to valuing diversity and practicing inclusion because our diverse workforce is our greatest asset, and our customers are our number one priority.

Compensation & Benefits

The anticipated hiring range is $176,000 - $183,400 annually. Salary reviews are performance-based and goal-oriented. Benefits include:

- 15 days of paid vacation, 12 paid holidays, 2 paid floating holidays, 13 days of paid sick leave, 10 days of executive time off, and a total of 3 days of paid emergency child and/or older adult care leave per year
- Medical, dental, and vision plans
- Disability Insurance, Life Insurance, and Accidental Death/Dismemberment Insurance
- Flexible Management Benefit Package – a monthly credit may be used to select benefits from a group of options
- Defined benefit retirement program
- Reciprocity with other governmental retirement systems may be granted; for more information, visit San Diego County Employees Retirement Association
- Deferred Compensation Program 457 and 401(a) plans
- May be eligible for a relocation allowance up to $20,000



How to Apply

You may complete an online application at www.sandiegocounty.gov/hr select the Current Job Postings link, Job Number **26229608USSS**. Applications should include a copy of your resume, as well as your college degree, final transcript, diploma, or foreign studies equivalency certificate (if education was obtained outside of the U.S.).

Key Dates:

- 1st Round Interviews: Week of December 14, 2026
- Anticipated Start Date: Month of January 2027

You may direct any questions regarding the application and selection process to Jorge Puente, Executive Recruiter, at Jorge.Puente@sdcounty.ca.gov

Questions about the position may be directed to Angela Hawley, Human Resources Services Manager, at Angela.Hawley@sdcounty.ca.gov

Special Notes

The Department of Human Resources removes personally identifiable information from all recruitments. This practice, called Blind Applicant Screening, hides a candidate's personal information that could influence or bias a hiring decision. Personal information includes name, phone number, address, gender, age and race. This process helps contribute to a fair and equitable selection process leading to a more diverse and inclusive workforce.

The most highly qualified candidates, based on the evaluation results, will be referred for an interview. Be sure to include your experience in meeting the minimum requirements in both the Work Experience section and the Supplemental Questionnaire section of the Application.