



HOSPITAL ADMINISTRATOR

(ACTUAL JOB CLASS: DEPUTY DIRECTOR - INPATIENT/RESIDENT CARE FACILITY)

**Health and Human Services Agency
Behavioral Health Services
San Diego County Psychiatric Hospital**

Anticipated Hiring Range: Depends on Qualifications
Excellent Benefits

S a n D i e g o C o u n t y . g o v



SAN DIEGO COUNTY PSYCHIATRIC HOSPITAL

The San Diego County Psychiatric Hospital (SDCPH) provides 24/7 care for individuals ages 18 and older who are experiencing behavioral health concerns. SDCPH is an acute psychiatric hospital currently staffed to 60 acute care beds, with additional licensed capacity. The purpose of the Hospital is to assist individuals during a behavioral health emergency, become stabilized, and move to the next level of care. Services are provided in a warm, welcoming environment with dedicated medical, nursing, and clinical staff.

Hospital services include:

- Psychiatric assessment, intervention, and stabilization in the Emergency Psychiatric Unit
- Inpatient mental health care
- Supportive services in the Crisis Recovery Unit which include nursing, social services, recreational therapy, nutritional services, pharmaceutical, peer support services, and substance use services
- Care Coordination to ensure the patient stays connected to care after discharge

SDCPH is an invaluable resource for the County's overall behavioral health continuum and is the focus of intensive planning as a site for the development of new innovative rehabilitation care models and regulatory design. The Hospital Administrator will play a key role both in the design and implementation of this new service array.

THE POSITION

The County of San Diego, Health & Human Services Agency (HHSA), is seeking applications from highly qualified individuals to serve as the **Hospital Administrator** (Actual Job Classification: Deputy Director, Inpatient/Resident Care Facility) for the **San Diego County Psychiatric Hospital**.

This executive management position reports to the Director, Behavioral Health Services and will assist in planning, directing, coordinating, and overseeing the operations of an in-patient hospital or detentions nursing unit providing psychiatric and emergency room services; and related work. Duties include but are not limited to:

- Plans, directs, coordinates, and evaluates the operations of an in-patient psychiatric hospital and emergency psychiatric unit
- Develops and implements processes and procedures and sets facility goals and objectives
- Directs the coordination of hospital or campus functions and activities with County departments, governmental agencies, and private industry
- Advises and makes recommendations on policy and program development and the coordination of services both among county provided services and among other providers of continuum care across the county related to medical services, nursing, social services, and mental health services
- Directs the planning, implementation and maintenance of a systematic process for monitoring and evaluating the quality and appropriateness of operations and for resolving identified problems
- Participates in Departmental leadership meetings, representing hospital specific concerns with advisement regarding leadership of County clinics and the County's planned inpatient acute psychiatric service at Edgemoor Distinct Part Skilled Nursing Facility





THE IDEAL CANDIDATE

HHSA is seeking a dynamic, independent, and innovative leader who possesses a thorough knowledge of principles and practices distinct to operating a residential setting. The ideal candidate will possess a professional history that demonstrates the following leadership competencies and abilities:

- Senior/Executive management level experience that includes knowledge of Federal, State, and local regulations and standards governing temporary shelter care facilities, and residential placements
- High-level management experience in hospital operations including oversight of regulatory requirements essential to hospital administration, with a preference for experience in psychiatric hospital operations
- Experience working within a large, matrix organization and operating facilities with multiple contracted providers and community partners involved
- Ability to strategically plan and lead large change management efforts
- Knowledge of and ability to evaluate staffing, services, resources, contracts, facilities management, and budget/fiscal management
- Principles, practices, methodologies, and techniques on quality assurance, performance management, trauma-informed care, mental health treatment and care for adults, and best practices for residential placement settings
- Strong political and organizational acumen, building strong relationships with multiple community partners

MINIMUM QUALIFICATIONS

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

Notes: 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.

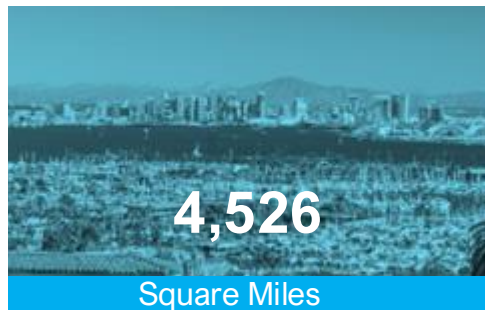


THE COMMUNITY OF SAN DIEGO

From our world-class beaches to almost year-round sunny weather, San Diego offers our residents much more than sun and waves. Downtown you can watch a Padres game at Petco Park or enjoy one of the fine-dining restaurants in the Gaslamp District.

SAN DIEGO WEATHER ANNUAL AVERAGES

HIGH TEMPERATURE: 70°F
LOW TEMPERATURE: 58°F
RAINFALL: 10.4 INCHES



Heading east you will find mountains that may be covered in snow depending on the time of year. Head south and you will start to truly see the diversity in both geography and cultures. Head west, and you will run into over 70+ miles of pristine coastline.



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.



**LIVE WELL
SAN DIEGO**

The County of San Diego and its employees embrace the Live Well San Diego vision: A region that is Building Better Health, Living Safely and Thriving. For more information, please visit www.livewellsd.org

COMPENSATION & BENEFITS

The anticipated hiring range depends on qualifications. Salary reviews are performance-based and goal-oriented. Benefits include:

- 15 days of paid vacation, 14 paid holidays, 13 days of paid sick leave, 10 days of paid 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

1. Complete the online application at www.sandiegocounty.gov/hr; Select Current Job Postings, Job Number **25215602U**.
2. Attach your resume and cover letter.
3. Attach a copy of your college degree, final transcripts, or foreign studies equivalency certificate (if education was obtained outside of the U.S.).

Key Dates

First Review of Resumes: Week of April 7, 2025

Interviews: Week of April 21, 2025

Anticipated Start Date: May, 2025

You may direct any questions regarding the application and selection process to Jeremy Guerrero, Senior Human Resources Analyst, Department of Human Resources at Jeremy.Guerrero@sdcounty.ca.gov.

Questions about the position should be directed to Beverly Connolly, Group Human Resources Director at Beverly.Connolly@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.

