



County of San Diego

In-Home Supportive Services Public Authority

Invites resumes for the position of



Executive Director

Salary: Depending On Qualifications

www.sdihsppa.com

The Position

The County of San Diego In-Home Supportive Services (IHSS) Public Authority is seeking applications and resumes from qualified individuals for its Executive Director position.

We are looking for an individual with strong leadership and management skills to be responsible for operational oversight and coordination of services of the Public Authority, providing services to more than 20,600 IHSS home care workers and supports to 25,900 IHSS consumers in our region. This individual will report directly to the County Board of Supervisors, functioning as the Governing Body of the Public Authority.

The Ideal Candidate

The ideal candidate will possess a strong management/operational background with experience in social services delivery and the ability to effectively oversee the management of fiscal, program, and human resources challenges and take the lead in setting the direction for the organization at the local and Statewide level.

The ideal candidate will also possess a professional history that demonstrates the following competencies and attributes:

- Dedication to the highest ethical standards at all times, ensure responsible stewardship of all that is entrusted to the agency, and be committed to excellence
- Strategic and forward-thinking
- Builds and supports mutually beneficial relationships with other organizations, associations, and community contacts
- Be action and results oriented
- Strong interpersonal and communication skills
- Be comfortable giving briefings and presentations to the Board of Supervisors/Governing Body, the IHSS Advisory Committee and the public
- Above all, be committed to customer service





The Public Authority/IHSS

The County of San Diego IHSS Public Authority is a quasi-governmental entity established by County ordinance and overseen by the County Board of Supervisors serving as the Governing Body.

The Public Authority works closely with the County-operated IHSS program. Low-income elderly, blind or disabled consumers are assessed by County social workers to determine the need for in-home care. If eligible for service, the consumer can then hire someone to help them with services which can include personal care, such as feeding and bathing; household tasks such as laundry, shopping, meal preparation and light housekeeping; as well as transportation; protective supervision; and certain paramedical services ordered by a physician.

The Public Authority's primary role is support the recruitment, screening/background checks, and orientation of Individual Providers (home care workers) who are then able to assist eligible consumers remain safely within their own homes. There are currently 48 staff positions within the Public Authority and their overall operating budget is \$14 M for FY 15/16.

For more information regarding the Public Authority/IHSS, please visit our website at www.sdihsspa.com.

QUALITY SERVICE = QUALITY CARE





Education and Experience

Qualifications should demonstrate the ability to perform the essential functions of the job. Examples of qualifying experience include:

A bachelor's degree from an accredited U.S. college or university or a certified foreign studies equivalency AND four years of management level experience in a public or private social services agency, or any combination of the above training and experience that demonstrates attainment of the required knowledge and ability to perform the required work (with reasonable accommodation, if needed).

Notes: Applicants must submit verification of degree with their resume. A master's degree or higher degree in public or business administration, sociology, social work or a related field may substitute for one year of the required experience.

Compensation

The salary for this position depends on qualifications.

Benefits

Please [click](#) here to view the Benefits Package for this position.





Application and Selection Process

Interested applicants should complete an employment application and an updated resume. Resumes should include academic degrees held and dates conferred; employment history including positions held, employer(s), key duties and responsibilities, reporting structure, job titles and number of staff managed. Please also include a salary history. Verification of degree (i.e. copy of diploma or transcripts or foreign equivalency report) must be submitted along with the employment application and resume.

Applications and resumes will be initially screened for minimum qualifications. An evaluation board will convene to review submittals and identify top competitors to be considered for further evaluation.

Applications and resumes will be accepted through November 12, 2015 and may be submitted by email to Susan.Rumley@sdcounty.ca.gov

Special Notes

Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Contact Information

Questions regarding the application process may be directed to Susan Rumley, Senior Human Resources Analyst, at Susan.Rumley@sdcounty.ca.gov . For questions regarding the position, please contact Eva Gonzalez, Human Resources Manager, at Eva.Gonzalez@sdcounty.ca.gov

