

# STATE OF CALIFORNIA

An Equal Employment Opportunity Employer - equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.



IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

## **INVITES APPLICATIONS FOR**

### **DEPUTY DIRECTOR**

### **STATEWIDE MENTAL HEALTH PROGRAM**

**DIVISION OF CORRECTIONAL HEALTH CARE SERVICES**  
**CALIFORNIA DEPARTMENT OF**  
**CORRECTIONS AND REHABILITATION**

**\*MONTHLY SALARY:**

**PLEASE NOTE** that the actual monthly compensation to be paid to the successful candidate will be determined with reference to the experience, knowledge, skills, and abilities of such candidate, and is further subject to budgetary constraints and considerations and will be at the discretion of the Governor's Office.

**FINAL FILING DATE:**  
**Until Filled**

Under the general oversight of the Director, Division of Correctional Health Care Services (DCHCS) of the California Department of Corrections and Rehabilitation (CDCR), the Deputy Director, Statewide Mental Health Program is responsible for planning, developing, implementing and setting policies, standards, and training programs and monitoring mechanisms for a Mental Health Program that serves approximately 34,000 inmate patients with upwards of 2,200 mental health staff. The Deputy Director will play a significant role in transition and liaison activities between the Office of the Receiver and DCHCS. This position will manage the evaluation of program performance and regional health care administration. Travel is required.

Duties include but are not limited to:

- Managing and directing the statewide Mental Health Delivery System at CDCR institutions, including inpatient and outpatient services, chronic care coordination, and case management; and ensuring that program delivery is consistent with community standards, legal mandates, and CDCR goals. The Deputy Director will be the primary Mental Health Program liaison for the Division, establishing and maintaining relationships with a wide variety of public and private stakeholder groups; will act for the Director, DCHCS, in his/her absence on all matters effecting the Division; and will serve as a high-level health care executive for the CDCR, participating in strategic planning efforts and steering and subcommittees, including a performance management committee, providing input into the evaluation and improvement of all CDCR health care programs.

- Serving as the primary transition manager and liaison with the Office of the Receiver on all matters pertinent to the Division, including health care policies and administrative and mental health care issues; and serving as lead adviser on Mental Health Program implementation and improvement, advising the Director, DCHCS, of opportunities for improvement and barriers to the effective implementation of statewide policies, procedures, programs, and processes.
- Ensuring compliance with mandated court orders in the mental health arena as well as maintaining coordination of the court ordered mandates under the Coleman Special Master, Receivership, and with all stakeholders; and overseeing the development of and approving creative programmatic approaches to assessing and treating mental health disorders, as well as developing and approving clinical policies and treatment protocols related to the delivery of mental health services.
- Assisting the Director, DCHCS in ensuring that all applicable laws, regulations, and administrative policy decisions are successfully implemented throughout the DCHCS.
- Representing the Department as the primary liaison for mental health with outside stakeholders on matters involving the DCHCS before the Legislature, national forums, and meetings with legislators, the Governor's Office, the Department of Finance, Division of Juvenile Justice, and regulatory agencies.
- Providing leadership to staff in an effort to design and initiate processes to improve efficiency in the use of mental health resources; evaluating, hiring, training, and motivating high level executives in the Division at the Career Executive Assignment level, including Regional Administrators; and having administrative oversight for mental health practices for all 33 institutions.
- Facilitating and leading inter-disciplinary teams involving staff from a wide range of classifications that perform strategic planning, data collection and analysis, and other program evaluation and improvement activities.

### **DESIRABLE QUALIFICATIONS**

- A master's degree in Management or in a health related field.
- Knowledge of adult correctional organizations, State government, and the issues currently faced by the California Department of Corrections and Rehabilitation.
- Extensive experience managing a large multi-disciplinary, geographically diverse workforce.
- Extensive knowledge of and experience in interfacing multi-faceted programs.
- Extensive experience in public administration, personnel management, and leadership.
- Extensive experience in budgetary and fiscal operations.
- Experience in analyzing and resolving program issues or problems.
- Demonstrated experience communicating effectively both orally and in writing with high-level management representatives of federal, state, and local government agencies; and internal and external stakeholders.

### **ADDITIONAL QUALIFICATIONS**

Must be able to communicate ideas logically and clearly, both orally and in writing, and must be a leader and motivator, using tact and persuasiveness in achieving results. Also be able to analyze complex program issues or problems and develop recommendations to resolve the issues. Specific skills, abilities and characteristics include:

- Experience in administrative management, personnel management and leadership which demonstrates the ability to plan organize and direct multidisciplinary staff and be knowledgeable of appropriate techniques in the areas of selection, training, motivating staff, recognition, and progressive discipline; and a manager's role in contributing in and achieving an equal employment opportunity workplace.

- Ability to analyze complex problems and recommend effective courses of action, make independent, sound, ethical decisions regarding highly sensitive matters and maintain confidentiality using collaborative, evidence-based processes.
- Knowledge of federal, state and local laws and regulations, and experience in Strategic and Tactical Planning and the ability to develop and lead initiatives that advance the organization towards its mission and successfully managing associated transitions in the workplace with minimal disruptions; and manage operations within budget and methods to increase/adjust appropriately, understand, manage and communicate financial information.
- Ability to perform high level administrative and major policy-influencing functions effectively, including knowledge of the regulation/statute application/promulgation process, and work/develop positive cooperative relationships with a wide variety of customers and stakeholders.
- Experience which demonstrates the ability to communicate effectively, both orally and in writing with Legislators, local government jurisdictions, Executive Branch of Government, court monitors, community leaders, advocate groups and religious organizations.

#### **COMPENSATION AND BENEFITS**

The State of California benefit package includes:

- Retirement contributions into the California Public Employees' Retirement System (CalPERS)
- Vacation and sick or annual leave
- Professional Development Day – two days per fiscal year
- Medical, dental and vision insurance
- Life insurance of \$50,000 basic plus \$50,000 Accidental Death and Dismemberment
- 11 holidays plus one personal day per year
- Voluntary enrollment into a deferred compensation program, Long Term Disability Insurance, Long Term Care Insurance, Group Term Life Insurance, and a Legal Services Plan

#### **ADDITIONAL INFORMATION**

\* The monthly salary may or may not include a pay differential. The amount of the pay differential is not subject to CalPERS retirement provisions during the first 12-consecutive pay periods of employment. The pay differential will become subject to CalPERS retirement provisions beginning the 13<sup>th</sup> month of consecutive employment.

#### **EXCLUDED EMPLOYEE RELOCATION CRITERIA**

Applicants may be eligible for reimbursement of relocation expenses for lodging, meals, incidentals, mileage, and moving and storage. Applicants must meet qualifying relocation criteria in accordance with the guidelines set forth by the Department of Personnel Administration.

#### **THE DEPARTMENT**

The California Department of Corrections and Rehabilitation operates all state youth facilities and adult institutions, oversees a variety of community correctional facilities and camps, and supervises all parolees during their re-entry into society. The Department's headquarters office is located in Sacramento, California.

## **REVIEW AND SELECTION PROCESS**

An executive screening committee will conduct a review of all resumes following the final filing date. Candidates with the most desirable qualifications will be invited for interviews. Interviews will be held in Sacramento, California. The Deputy Director, Statewide Mental Health Program serves at the pleasure of the Governor and is an "Exempt" position, therefore appointment to this position and salary are subject to executive approval.

## **HOW TO APPLY**

Qualified persons must complete and file an appointment application from the Office of the Governor. File the application on-line with the Governor's Office. Qualified persons must also submit a resume of qualifications and experience, and three professional references (names and telephone numbers) to Toni Dodds, Office of Executive Appointments, California Department of Corrections and Rehabilitation at P.O. Box 942883, Sacramento, California 94283-0001 or in person at 1515 S Street, Room 522-N, Sacramento, California. For further information regarding this position, please contact Toni Dodds at (916) 322-9223 or [toni.dodds@cdcr.ca.gov](mailto:toni.dodds@cdcr.ca.gov).

Appointment applications from the Office of the Governor may be obtained through the Governor's Office website at: [www.gov.ca.gov](http://www.gov.ca.gov) or [www.gov.ca.gov/appointments](http://www.gov.ca.gov/appointments)

***Note: If you previously submitted a Governor's application online for an Exempt position, it is not necessary to complete another online application. However, you must submit a letter of interest to the Office of the Governor, State Capitol Building, Sacramento, CA 95814 (Attn: Appointments Office). The letter of interest must state the position(s) for which you are interested in if it has changed from when you originally submitted the online application, along with a current resume. You must also submit your resume and references to the Office of Executive Appointments as noted above in "How to Apply."***

### **DEPARTMENT OF CORRECTIONS AND REHABILITATION**

***Vision:*** The overarching **vision** is to end the causes and tragic effects of crime, violence, and victimization in our communities through a collaborative effort that provides intervention to at-risk populations and quality services from the time of arrest that will assist our clients in achieving successful reintegration into society.

***Mission:*** The overarching **mission** is to improve public by safety through evidence-based crime prevention and recidivism.