SKILLED NURSING FACILITY ADMINISTRATOR
VETERANS HOME OF CALIFORNIA – FRESNO

Governor's Exempt Appointment

EMPLOYMENT OPPORTUNITY

FINAL FILING DATE:
Open Until Filled

SALARY:
We offer an excellent base salary and Skilled Facility Administrator compensation package! The salary listed for this exempt appointment is TBD. This position includes additional compensation and benefits including:

- Health/Dental/Vision Insurance
- CalPERS Retirement option
- Group Legal Services option
- Savings Plus Program
- Domestic Partner Coverage
- Life Insurance option
- Long-Term Care Program option
- Employee Assistance Program
- Free parking
- Annual Leave (15 hours/month for first 10 years)
- Holidays (12 per year)

LOCATION:
Veterans Home of California – Fresno
2811 West California Avenue, Fresno, California 93706

WHO SHOULD APPLY:
The California Department of Veterans Affairs (CalVet) is seeking a dynamic Skilled Nursing Home Administrator. Current State of California Skilled Nursing Facility License is required. A degree in Health Care Administration is desirable. Eligible honorable discharged veterans are encouraged to apply.

The ideal candidate will supervise departmental clinical managers in the daily operations of the Veterans Home ensuring continuity and consistency in delivery and quality of services and compliance with applicable state and federal standards, regulations and guidelines. The candidate will implement approaches and services to maintain or enhance resident independence and resident satisfaction. We are seeking professionals who are eager to touch the lives of our nation's heroes.

ABOUT THE FACILITY:
The Fresno Veterans Home is located on 27 acres in the heart of the fertile San Joaquin Valley. From the agricultural fields on the valley floor to the snow-capped peaks of the Sierra Nevada, the Fresno area truly offers something for everyone. Opened in October 2013, the Home has 300 beds and presently offers Residential Care Facility for the Elderly. Early next year the Home will also offer Skilled Nursing (including Memory Care). These levels of care will provide continuity in the lives of residents in a homelike atmosphere of dignity and respect. All healthcare needs, meals, transportation and activities are provided by the Home.

Skilled nursing care is provided to residents on a 24-hour basis by licensed nurses and certified nursing assistants. Skilled nursing residents have greater access to rehabilitation therapies, nursing care, pharmacy management, structured activities and clinical dietary services. A memory care program with this level of care provides a supervised environment for veterans with symptoms of confusion, memory loss, difficulty making decisions, or participating in conversations. The Home provides California veterans with a living environment that protects their dignity and contributes to their feeling of self-reliance and self-worth. The nearby City of Fresno offers many cultural and educational opportunities for Home residents to enjoy.

DUTIES:
Under general direction, this position reports to the Administrator of the Fresno Veterans Home and Governing Body. The individual is responsible for securing and/or maintaining the licensure of the skilled nursing (including memory care) at the Home. Major functions include, but are not limited to:

- Working in collaboration with the clinical managers, developing the strategic plan, operation plan, and policies and procedures for the Skilled Nursing Facility (including Memory Care). Providing functional supervision and ensuring through delegated authority that the Skilled Nursing Facility (including Memory Care) continuously meets all regulatory requirements and are prepared for certification and licensure surveys.
- Participating in the decision-making structure of the facility representing the Skilled Nursing Facility (including Memory Care) with the administrative team. Monitoring of the annual budget to ensure proper spending controls as well as appropriate resource allocation.
- Utilizing the civil service process, ensuring that qualified staff are selected, trained, and provided feedback to carry out the mission and operative plan of the Skilled Nursing Facility (including Memory Care). Serving on quality care committees and assisting in evaluating quality improvement efforts, activities, and projects.
- Supporting the use of technology and information systems to ensure the collection of clinical information regarding care and seek to improve the efficiency of the Skilled Nursing Facility (including Memory Care).
- Monitoring the performance of contracts relative to services needed to support resident care.
- The candidate must also have the ability to understand and comply with a complex system of laws and regulations to include: Health and Safety Code-Division 2 Chapter 3.3, Welfare and Institutions Code-Division 9 Chapter 8.7, Title 22 –Division 1.8 Chapter 1.5 (Department of Aging Regulations), Title 22-Division 3 Chapter 5 (Med-iCal Certification Regulations), Title 22-Division 5 Chapter 10 (Licensing Regulations).

A preliminary review of all applications will occur by an Executive Screening Committee. Only the most qualified candidates will be invited for interview. A recommendation will be made to the Governor's Office for appointment to this Exempt position.

All interested applicants must file a standard state application form (Std. 678: http://www.jobs.ca.gov), resume and a separate "Statement of Qualifications" specifying how the candidate's background and experience relates to the applicant's ability to perform in the specified position. The "Statement" should be no more than three pages in length. Mail these documents to:

California Department of Veterans Affairs
Attention: Rashida Parker
Human Resources Division
1227 O Street, Room 404
Sacramento CA 95814

IN ADDITION, YOU MUST SUBMIT THE ON-LINE GOVERNOR'S APPOINTMENT APPLICATION, LOCATED AT http://gov.ca.gov/m_appointments.php DIRECTLY TO THE GOVERNOR'S OFFICE.

Questions regarding the application process may be directed to Rashida.Parker@calvet.ca.gov or (916) 653-2209.

TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device. (916) 653-1966. Bulletin Release Date: 06/05/2015.

EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, 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 STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

"HONORING CALIFORNIA'S VETERANS"