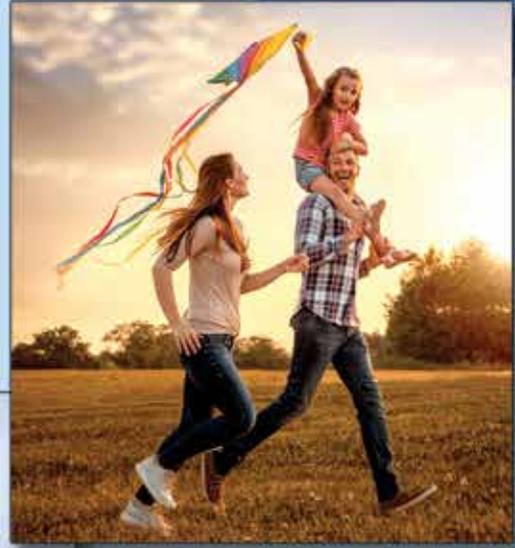


# DIRECTOR, RISK MANAGEMENT





## THE COMMUNITY

Located on the east side of the San Francisco Bay across from the San Francisco Peninsula, Alameda County is the geographic center of the Bay Area. Commonly referred to as the “East Bay,” the region boasts a desirable location and incredible diversity as well as an ideal climate, broad economic base, and a range of housing and business opportunities. The County’s population grew 8.5% between 2010 and 2015, and now totals over 1.6 million residents who appreciate the area’s many amenities and attractions.

Alameda County encompasses 14 cities: Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City, as well as 6 unincorporated communities and rural areas that together span a total of 738 square miles. Urban transportation options are extremely accessible throughout the County and include the Oakland International Airport, the Bay Area Rapid Transit (BART) system, and the San Francisco Bay Ferry system.

A rich array of entertainment options, cultural activities, recreational facilities, and educational opportunities can be found in Alameda County. Residents and visitors alike enjoy the Oakland Museum, Oakland East Bay Symphony, Chabot Space and Science Center, and the wine country of the inland Tri-Valley area. Those looking to get outdoors will enjoy the region’s mild Mediterranean climate and many outstanding outdoor recreational facilities and areas. Numerous prestigious institutions of higher education are located in Alameda County and the surrounding area, including The University of California, Berkeley and California State University, East Bay.

To learn more about this vibrant and growing area, visit [www.acgov.org](http://www.acgov.org).

## COUNTY GOVERNMENT

Alameda County was established in 1853 and operates under a Charter form of government. The five-member Board of Supervisors is elected by district on a nonpartisan basis, with members serving staggered four-year terms. The Board is responsible for setting policy, overseeing all County operations, approving the annual budget, and representing the County in special districts, regional agencies,

and other areas. The Board-appointed County Administrator oversees County operations and services.

The City of Oakland serves as the seat of the County, which is comprised of over 20 agencies and departments. More than 9,700 professional and highly-trained County employees deliver a full spectrum of services ranging from general government and internal services to health care, social services, public works, and public safety. The County has a balanced \$3.2 billion budget for FY 2018-19, including funding for initiatives that address some of the County’s most difficult challenges: affordable housing, chronic homelessness, and maintenance and improvement of aging infrastructure.

The Alameda County Board of Supervisors recently approved a new strategic plan, “Vision 2026,” that outlines County priorities for advancing local communities toward a healthy, prosperous future by the year 2026. The four visions of the new strategic plan are healthy environment, thriving and resilient population, safe and livable communities, and prosperous and vibrant economy. The County has also set “10X Goals,” with the aim of improving each of the following by 10 times:

- Eliminate Homelessness
- Healthcare for All
- Employment for All
- Eliminate Poverty and Hunger
- Crime-free County
- Accessible Infrastructure

Alameda County is committed to open government and citizen engagement and encourages employees and contributors to not only “think outside the box” but to “rethink the box.”

### MISSION STATEMENT

*To enrich the lives of Alameda County residents through visionary policies and accessible, responsive, and effective services.*





## RISK MANAGEMENT UNIT

The Risk Management Unit is an integral part of the County Administrator's Office and provides comprehensive, proactive services that minimize the County's loss exposure and promotes the health, wellness, and safety of County employees. The unit is responsible for Workers' Compensation, property and liability claims administration, employee health and wellness services, safety and loss control, the purchase of insurance and management of the self-insurance program. The Risk Management Unit collaborates with other General Government departments to provide effective County-wide risk management programs. The Risk Management team is comprised of 11 professional and administrative staff and reports to the County Administrator or her designee.

## THE IDEAL CANDIDATE

The ideal candidate will be a collaborative leader and experienced manager with exceptional communication and interpersonal skills. He/she will offer broad risk management experience in public entities and have demonstrated the ability to adeptly lead staff in delivering a cutting-edge, integrated risk management program. The successful candidate will be a team player who understands his/her role in contributing to the County's overall success. His/her collaborative approach and strong management skills will provide the foundation to lead staff and provide County departments with the direction and resources needed to effectively participate in minimizing the County's loss exposure and promoting the health and safety of County employees. As a member of the executive team, this individual serves as a strategic business partner in the County Administrator's Office charged with recommending risk management solutions to the County Administrator and the Board of Supervisors.

The new Director will exhibit an approachable and collaborative leadership style that engenders high credibility with employees, management, and contractors. Competitive candidates will possess knowledge and experience in critical areas, including: risk analysis, risk financing alternatives, claims administration, managing a self-insurance program, insurance procurement, Cal/OSHA compliance, investigations,

injury prevention, workplace safety and training, Workers' Compensation administration, general liability matters, policy and procedure development and knowledge of the latest technology used for root cause analysis. The selected professional will be able to guide staff and ensure quality deliverables. He/she will serve as a coach and mentor to the team, seeking staff development opportunities for employees as well as establishing a collegial work environment. Cross-training staff and developing a coordinated service delivery model will be a priority for the new Director. The individual chosen will exhibit the commitment and skills required to align County staff, consultants, funding, and other resources to achieve the optimal goals for the County.

The Director, Risk Management will be expected to lead the unit as a knowledgeable partner that departments turn to for sound advice and assistance on risk matters. A skillful administrator, the successful candidate will also be an impressive critical thinker who excels in presenting information in ways that are tailored for specific audiences. Combining a strategic perspective with the ability to develop practical standards and procedures will allow the Director to implement programs designed to incorporate accountability and effectively engage customers in best practice approaches to mitigating risk. Developing a strategic risk management plan and an effective customer communication strategy will be priorities for the new Director.

The ideal candidate will possess a Bachelor's degree from an accredited college or university in business or public administration, finance, accounting, risk management, insurance or related field and six (6) years of progressively responsible professional experience in general liability, property and Workers' Compensation claims management or insurance brokerage and/or actuarial analysis and other insurance programs, including two years working in a supervisory capacity. Experience in a public agency and an Associate in Risk Manager (ARM) designation are desirable.

## COMPENSATION & BENEFITS

The current annual salary range goes up to \$152,173. **Salary is currently under review.** In addition, Alameda County offers an excellent benefits package that includes but is not limited to:





- Employee Discount Program (e.g. theme parks, cell phone, etc.)
- Child Care Resources
- 1st United Services Credit Union

## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **midnight on Sunday, February 24, 2019**. To be considered for this opportunity, upload a cover letter, resume and list of six (6) professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com).

### Health & Well-Being

- Medical – HMO & PPO Plans
- Dental – HMO & PPO Plans
- Vision or Vision Reimbursement
- Share the Savings
- Basic Life Insurance
- Supplemental Life Insurance (with optional dependent coverage for eligible employees)
- Accidental Death and Dismemberment Insurance
- County Allowance Credit
- Flexible Spending Accounts - Health FSA, Dependent Care and Adoption Assistance
- Short-Term Disability Insurance
- Long-Term Disability Insurance
- Voluntary Benefits - Accident Insurance, Critical Illness, Hospital Indemnity and Legal Services
- Employee Assistance Program

### Financial Future

- Retirement Plan - (Defined Benefit Pension Plan)
- Deferred Compensation Plan (457 Plan or Roth Plan)

### Work/Life Balance

- 11 paid holidays
- Floating Holidays
- Vacation and sick leave accrual
- Vacation purchase program
- Management Paid Leave
- Catastrophic Sick Leave
- Employee Mortgage Loan Program
- Group Auto/Home Insurance
- Pet Insurance
- Commuter Benefits Program
- Guaranteed Ride Home
- Employee Wellness Program (e.g. At Work Fitness, Incentive Based Programs, Gym Membership Discounts)



Suzanne Mason • 562.631.2500  
 Teri Black • 424.296.3111  
 TERI BLACK & COMPANY, LLC  
[www.tbcrecruiting.com](http://www.tbcrecruiting.com)



Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the consultants. Candidates deemed to be the best qualified will be invited to interview in Alameda County in March. A smaller group of candidates will be invited back for follow-up interviews and meetings. The County anticipates making an appointment shortly thereafter following the completion of extensive background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the candidate impacted.

