

**Behavioral Health Services  
Forensic Division Manager**

**Human Services Division Manager**

**Sacramento County**



# Sacramento County

## THE COMMUNITY

Sacramento County covers 984 square miles and is home to the California state capital, 1.5 million residents and seven incorporated cities: Citrus Heights, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova and Sacramento. The population of Sacramento County's unincorporated area is approximately 593,000.

Residents in Sacramento County have a variety of recreational options to choose from. The County is home to more than 15,000 acres of parks; fishing, boating, windsurfing, and rafting opportunities are available to water enthusiasts; and picnic sites, golfing, guided natural and historic tours are steps away from the multi-use trail. Opportunities for road and mountain biking are plentiful as well. With its close vicinity to local agriculture, County residents also have an extraordinary selection of local food, wines and beers.

Sacramento County is one of the most affordable home-buying metropolitan areas in the state, and has a skilled workforce, high graduation rates and college-educated residents. The County is a leader in the 21st century economy with growing advanced manufacturing, agriculture and food, clean energy technology, information and communications technology and life sciences industries.

## COUNTY GOVERNMENT

The County of Sacramento was incorporated in 1850 in response to the needs of a growing population and was one of the original 27 counties of California. In 1933, the Sacramento County Charter was established, along with the County Executive position.

The County is governed by five members of the Sacramento County Board of Supervisors, elected on a non-partisan basis to serve staggered four-year terms, each representing one of the five districts. The County Executive is responsible to the Board for planning, organizing and directing County activities. Other elected officials include the Assessor, District Attorney and the Sheriff.



In 1972, an amendment to the County Charter was implemented to organize the County on an agency basis for more effective administration of functions for which the County Executive is responsible to the Board of Supervisors. Approved by the electorate, the amendment established agency heads to groups of County Departments. The four agencies within the County, which report to the County Executive and Assistant County Executive, are Administrative Services, Municipal Services, Public Works and Infrastructure, and Social Services. Sacramento County has more than 30 departments and offices that provide services to County residents.

The County is responsible, pursuant to the County Charter or ordinances, or by state or federal mandate, to provide health and welfare, criminal justice and municipal services (including law enforcement), as well as other services to County residents. Major services include the Airport System, Animal Care and Regulation, Clerk Recorder, Criminal Justice, Health and Welfare, Property Tax System, Regional Parks, Sheriff, Transportation, Waste Management and Recycling, Voter Registration and Water Resources.

The County's total operating budget for 2021-22 is \$6.5 billion, and there are more than 12,800 full-time employees.

# FORENSIC DIVISION MANAGER (immediate opening)



Across the State of California, a top priority is to improve outcomes for criminal justice-involved individuals with behavioral health needs. This requires coordination with a wide array of criminal justice partners, such as the District Attorney, the Public Defender, the Probation Department, judges, jails, and other law enforcement agencies.

The Forensic Division Manager is a new management level position that reports directly to the Behavioral Health Services Director. This position falls within the Human Services Division Manager classification and is responsible for the development and management of a behavioral health forensic continuum of care as well as for supporting the new jail diversion initiatives. Through a multi-disciplinary approach, the Forensic Division Manager will coordinate behavioral health programs between Behavioral Health Services and criminal justice partners, overseeing the development and implementation of programs and projects to enhance reentry services, reduce criminal justice recidivism, and relieve pressure on the jail system.

The eligible list established as a result of this examination will be used to fill the immediate Forensic Division Manager position. Additionally, the eligible list will be used to fill future vacancies in the Human Services Division Manager classification.



## BEHAVIORAL HEALTH SERVICES DIVISION

The current vacancy resides within the Behavioral Health Services Division of the Department of Health Services. The Department provides services and programs to residents of unincorporated Sacramento County and the seven cities within its boundary. The missions of the Department are to deliver health and behavioral health services to the community and to direct resources toward creative strategies and programs which prevent problems, improve well-being, and increase access to services for individuals and families. To further our mission, we seek close working relationships among staff, with other governmental offices, and within the community. In addition to Behavioral Health Services, the Department also includes Primary Health and Public Health.

The Division oversees the administration and management of culturally sensitive public mental health and alcohol and drug services across Sacramento County. Through agreements with the State of California, Behavioral Health Services manages the local Medi-Cal Mental Health Plan (MHP) and the local implementation of the State Plan for Drug Medi-Cal services. The Division has a budget of approximately \$332.5 million with over 570 full time employees.



# FORENSIC DIVISION MANAGER (Human Services Division Manager)

## DESCRIPTION OF DUTIES

- Develops and oversees a forensic behavioral health continuum of care to support the behavioral health needs of justice-involved individuals.
- Through a multi-disciplinary approach, coordinates forensic behavioral health services with a wide array of criminal justice partners, such as the District Attorney, the Public Defender, the Probation Department, Adult Correctional Health, judges, jails, and other law enforcement agencies.
- Oversees the development and implementation of programs and projects to enhance reentry services, reduce recidivism, and relieve pressure on the jail system.
- Collaborates in developing and monitoring the annual behavioral health budget and administers the budget in compliance with local, State, and Federal regulations.
- Plans and manages, through subordinate managers, the work of behavioral health staff; assigns and reviews work of staff, evaluates staff, and provides for their training and professional development.
- Prepares and/or coordinates the preparation of a wide variety of reports and presentations regarding forensic behavioral health services and operations.
- Demonstrates knowledge of the full-range of behavioral health service delivery, and the interfacing of mental health issues, forensic issues, service providers, managed care systems, and other critical partners.

## MINIMUM QUALIFICATIONS

Any combination of education, training and experience likely to provide the required Knowledge and Abilities for this class as described above. Typical ways include:

Possession of a Bachelor's degree from an accredited college or university in management field such as public administration, business administration, or health services administration; or in a related human service field such as social work, psychology, public health, health sciences, sociology, or a closely related health field such as life sciences or physical sciences; for some positions, a Master's degree may be preferred; additional qualifying experience may substitute for degree on a year-for-year basis;

**AND**

Two (2) years of managerial experience in the field of human services comparable to the County's Health Program Manager or Human Services Program Manager classes.

## Highly qualified candidates will possess the following:

- An LCSW, LMFT, LPCC, PhD, or PsyD license;
- A strong working knowledge of and experience with the full range of forensic and behavioral health services and the social, economic, and cultural issues that impact the forensic population, based on experience working with this population;
- A strong working knowledge of and experience with the social, economic, and cultural issues that impact the population served;
- Proven ability to as well as experience articulating forensic behavioral health perspectives, and;
- Proven ability to as well as extensive experience participating in collaborative partnerships with a variety of stakeholders (e.g. service providers, community members, consumers of services, family members, the District Attorney, the Public Defender, the Probation Department, Adult Correctional Health, judges, jails, and law enforcement agencies, etc.).

# COMPENSATION AND BENEFITS

The County of Sacramento offers an excellent compensation and benefits program. The salary range for this position is **\$129,560 - \$157,205** annually. The position receives a 3.35% management incentive in addition to the base salary.

**The attractive benefits program includes:**

**Retirement** – The County’s Retirement plan is provided by the County Retirement Act of 1937 and is managed by the Sacramento County Employees’ Retirement System.

**Medical Insurance** – Choice of HMO and High Deductible Health Plans (HDHP), to include Kaiser, Sutter, and Western Health Advantage.

**Deferred Compensation** – A deferred compensation program is available through the County 457(b) Deferred Compensation Plan. The County will match contributions to the 457(b) Deferred Compensation Plan up to 1% of the monthly gross salary into a 401(a) plan as long as the contributions to the 457(b) are at least 1% of gross salary continuously throughout the year.

**Life Insurance** – \$50,000 in life insurance coverage for the employee and \$2,000 for all eligible dependents.

Employees have the option to purchase up to \$600,000 in additional life insurance coverage.

**Holidays** – 13.5 paid holidays per year.

**Vacation** – Two to five weeks (based upon length of service) of paid vacation.

**Sick Leave** – 15 days per year.

**Flexible Spending Accounts** – Employees may set aside funds on a pre-tax basis to pay for eligible medical and/or dependent care expenses.

**Other Benefits** – The County contributes \$25.00 per pay period into a Retiree Health Savings Plan.

## FORENSIC DIVISION MANAGER APPLICATION AND SELECTION PROCESS

Apply online via the County’s jobsite: [www.saccountyjobs.net](http://www.saccountyjobs.net)

To be considered for this incredible opportunity, complete the County’s standard application and supplemental questionnaire by the filing deadline.

**APPLICATION FILING DEADLINE:**

**June 24, 2022 at 5PM**

For questions regarding the position or the exam, please contact Cathy O’Connell, Senior Personnel Analyst, via phone at (916) 874-7398, or via email at [OconnellC@SacCounty.net](mailto:OconnellC@SacCounty.net).

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