

Deputy Chief Administrative Officer

Anticipated hiring range
\$280,000.00 - \$300,000.00 annually



COUNTY OF SAN DIEGO
HEALTH AND HUMAN
SERVICES AGENCY



About the Health & Human Services Agency

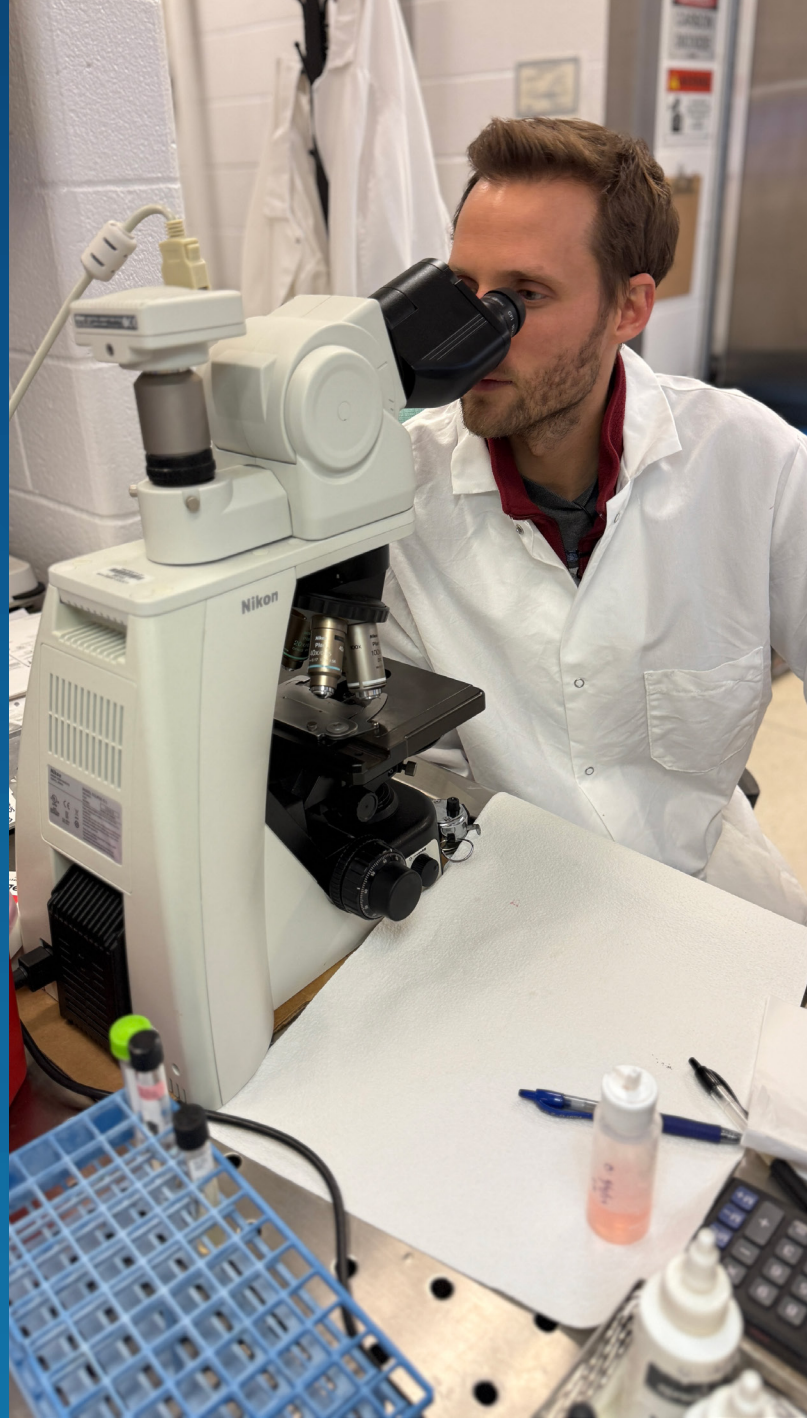
The County of San Diego's Health & Human Services Agency (HHSA) is one of the region's most impactful public service organizations, delivering essential health, housing, and social services to more than 3.3 million residents across 18 cities, 18 federally recognized tribal nations, military communities, and unincorporated areas throughout the county.

Serving approximately one in three residents each year, HHSA plays a critical role in strengthening communities, improving quality of life, and advancing opportunities for all San Diegans to live well.

HHSA is a large, complex, and mission-driven organization comprised of departments providing services in:

- » Aging & Independence Services
- » Child & Family Well-Being
- » Housing & Community Development
- » Public Health Services
- » Self-Sufficiency Services

With an annual budget exceeding \$3.5 billion and more than 8,000 employees, coordinated in partnership with Behavioral Health Services, HHSA is a nationally recognized leader in integrated public service delivery.



Our Mission

Strengthen our communities with innovative, inclusive, and data-driven services through a skilled and supportive workforce.

To learn more:

- » [San Diego County](#)
- » [Health & Human Services Agency](#)
- » [Strategic Initiatives](#)

The Community

San Diego County

- » Home to more than 3.3 million residents
- » 70 miles of coastline and world-renowned beaches
- » Mild year-round climate with over 260 sunny days annually
- » Major universities, research institutions, and innovation economy
- » International border region with rich multicultural communities
- » Strong military presence and global economic connectivity

Lifestyle Highlights

- » Beaches, hiking, mountains, and desert recreation
- » Professional sports, arts, dining, and entertainment
- » Family-friendly neighborhoods and vibrant urban centers
- » Easy access to Mexico, Los Angeles, and the Pacific Rim
- » Exceptional quality of life and outdoor living



Governance

The County of San Diego is governed by an elected five-member Board of Supervisors that establishes policy direction and adopts the County budget.

The Chief Administrative Officer (CAO) oversees County operations and appoints executive leaders to manage major service groups and departments.

Reporting to the CAO, the Deputy Chief Administrative Officer for HHS serves as a key member of the County Executive Management Team, working collaboratively across departments and community service providers to advance strategic initiatives, operational excellence, and exceptional service.

Key Responsibilities

As a key member of the County's executive team, the DCAO provides vision, direction, and oversight for HHSA's operations, and serves as a strategic partner to the Chief Administrative Officer and Board of Supervisors. The DCAO will also be tasked with driving innovation, ensuring equitable service delivery, and advancing the County's vision of a just, sustainable, and resilient future for all.

STRATEGIC LEADERSHIP

Provide vision, direction, and executive oversight for HHSA departments, programs and services, and align the agency's operations with County priorities and community needs.

ORGANIZATIONAL EXCELLENCE

Lead a large, diverse, multidisciplinary workforce through senior executives and department leaders while fostering accountability, collaboration, and performance excellence. Ensure that programs are meeting and exceeding State and Federal mandated service levels, and that the community has access to the services and programs to which they are entitled.

FISCAL STEWARDSHIP

Oversee development and management of the Agency's multi-billion-dollar budget, diverse revenue sources, forecasting, and long-range financial planning.

PUBLIC POLICY & GOVERNANCE

Advise executive leadership and present recommendations to the Board of Supervisors on policy, strategy, funding, and operational priorities. Represent the County in partnerships with federal, state, local, and tribal governments, as well as community-based organizations and stakeholders.

COMMUNITY & REGIONAL PARTNERSHIPS

Build and maintain strong, visible relationships with community organizations, healthcare providers, nonprofits, tribal partners, cities, state and federal agencies, and other stakeholders to align services with County priorities, respond to evolving community needs, and effectively communicate available programs and resources to the public.

INNOVATION & CONTINUOUS IMPROVEMENT

Advance the modernization of systems, data-informed decision-making, and service delivery improvements across the Agency.

TALENT & CULTURE

Champion workforce engagement, leadership development, succession planning, and an inclusive culture rooted in belonging and excellence.





Current Priorities

FEDERAL H.R. 1 IMPLEMENTATION. Manage the impacts of major Medicaid/MediCal and nutrition assistance eligibility changes, ensuring workforce readiness and adaptable systems to support continuous service delivery.

TRANSFORMING SERVICE DELIVERY & CULTURE. Drive fundamental shifts toward integrated, community-centered, and whole-person approaches, fostering a culture of collaboration, innovation, and openness to change.

ADVANCING EQUITY & ACCESS. Address health disparities and inequities through data driven policy, community partnerships, and culturally responsive practices that promote transparency and inclusion.

HOUSING & HOMELESSNESS INITIATIVES. Expand prevention, diversion, outreach, and housing opportunities through affordable housing and rental assistance programs.

SYSTEMS MODERNIZATION & FISCAL SUSTAINABILITY. Implement technology enabled, data-driven systems that enhance coordination and accountability while ensuring long-term fiscal integrity and workforce capacity.

The Ideal Candidate

The County of San Diego is one of the nation's largest and most complex counties, serving diverse urban, suburban, rural, and border communities. The Health and Human Services Agency (HHS) is nationally recognized for its highly collaborative model that values its partnerships with nonprofit organizations, healthcare systems, community clinics, and other contracted providers. The ideal candidate will be a collaborative, politically astute, and a relationship-driven executive who can successfully lead within an established and highly interconnected health and human services system.

KEY ATTRIBUTES

- » Collaborative, approachable, and relationship-oriented leader who builds trust across organizations and communities.
- » Strong political acumen with experience working effectively with elected officials, executive leadership, and community stakeholders.
- » Strategic, visionary, and solutions-oriented executive with the ability to lead through organizational change while providing stability and consistency.

KNOWLEDGE & EXPERTISE

- » Deep understanding of public health, Medi-Cal/Medicaid, safety-net healthcare systems, and Section 17 obligations serving indigenous and uninsured populations, as well as strategies to maintain access to care amid declining Medi-Cal enrollment and evolving federal and state funding changes.
- » Familiarity with county government operations, public sector budgeting, and contract-driven service delivery systems.
- » Understanding of San Diego County's extensive use of nonprofit and community-based contracted providers and the importance of collaborative regional partnerships.

PROVEN EXPERIENCE

- » Proven success overseeing contracted health and human services programs, including contract monitoring, accountability, and ensuring services meet community needs.
- » Experience securing and managing federal, state, and local grants and funding for health and human services programs.
- » Proven ability to coordinate care and collaboration across departments and providers, particularly between behavioral health systems and broader health and human services operations as the County transitions Behavioral Health into a separate agency.

PEOPLE-CENTERED LEADERSHIP

- » Experience leading large, diverse, and multidisciplinary public sector workforces.
- » Demonstrated success fostering an inclusive and accountable culture while working collaboratively with represented employees and labor organizations.
- » Commitment to employee engagement, workforce development, transparency, and organizational stability.

Education And Experience

Education: A bachelor's degree from an accredited U.S. college or university, or a certified foreign studies equivalency in public administration, business, health sciences, social services or related field.

Experience: A minimum of five (5) years' experience at an executive and/or management level providing specialized health and/or human services for a large public agency, including direction of budget, personnel, fiscal, supply and other administrative/line functions of the organization.

Note: A medical (M.D.) or doctoral (Ph.D.) degree from an accredited U.S. college or university, or a certified foreign studies equivalency in a related clinical or public health discipline with appropriate licensure and/or certification is highly desirable.



Compensation and Benefits

The anticipated hiring range for this role is **\$280,000.00 - \$300,000.00 annually**, DOQ. In addition to the generous package below. To learn more about benefits: [Benefits Link](#)

Relocation allowance of up to \$20,000 for eligible expenses

FLEXIBLE BENEFITS CREDITS – County provides per-pay-period Flex Credits to help pay for selected benefits; amounts vary by coverage tier.

- » **Medical Insurance** – Multiple plans available through UnitedHealthcare and Kaiser Permanente, including HMO, PPO, and HDHP options.
- » **Dental Coverage** – Choice of PPO or DHMO dental plans for employees and eligible dependents.
- » **Vision Coverage** – Vision plan available through VSP for routine eye care and eyewear.

HEALTH SAVINGS ACCOUNTS – Health Savings Account (HSA), Flexible Spending Accounts (FSA), Health Reimbursement Account (HRA).

LIFE INSURANCE – County-paid coverage equal to two times annual salary (minimum \$50,000; maximum \$1,000,000).

ACCIDENTAL DEATH & DISMEMBERMENT – County-paid AD&D coverage with optional supplemental coverage.

LONG-TERM DISABILITY – County-paid income protection at 66 2/3% of monthly salary, up to \$12,000/month.

SHORT-TERM DISABILITY – Optional plan covering up to 60% of weekly earnings.

PAID TIME OFF

- » **Vacation Leave** – 15 to 25 days annually depending on years of service.
- » **Sick Leave** – 13 days per year plus 80 hours credited at hire.
- » **Paid Holidays** – 12 paid holidays each year.
- » **Floating Holidays** – Two additional floating holidays annually.
- » **Paid Family Leave** – Included with short-term disability plan for up to eight weeks annually.
- » **Bereavement Leave** – Three days plus two additional sick leave days if needed.
- » **Emergency Family Care Leave** – Three days per fiscal year for child or older adult care needs.

RETIREMENT

- » **Defined Benefit Pension** – Membership in the San Diego County Employees Retirement Association (SDCERA).
- » **Deferred Compensation Plans** – Optional 457 and 401(a) retirement savings plans through Empower.

Application and Selection Procedure

Open until filled, first review starts June 15 and the position closes EOB **July 6, 2026**. Candidates are encouraged to apply early.

For consideration submit your resume, cover letter, six work-related references and their contact information (two supervisors, two direct reports, and two peers), who will *not* be contacted until final stages. To submit your application: <https://www.cpshr.us/recruitment/2626>

For additional information about this position, please contact:



Your Trusted HR Advisor For 40 Years

Erich WonSavage

Principal Executive Recruiter

Tel: 916-471-3115

Email: ewonsavage@cpshr.us

Website: www.cpshr.us

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to interview with the consultant. CPS HR Consulting will report the results to County of San Diego – Health and Human Services Agency. The Agency will then select candidates to be interviewed; Additional and final interviews may be scheduled for selected candidates along with reference and background checks.

