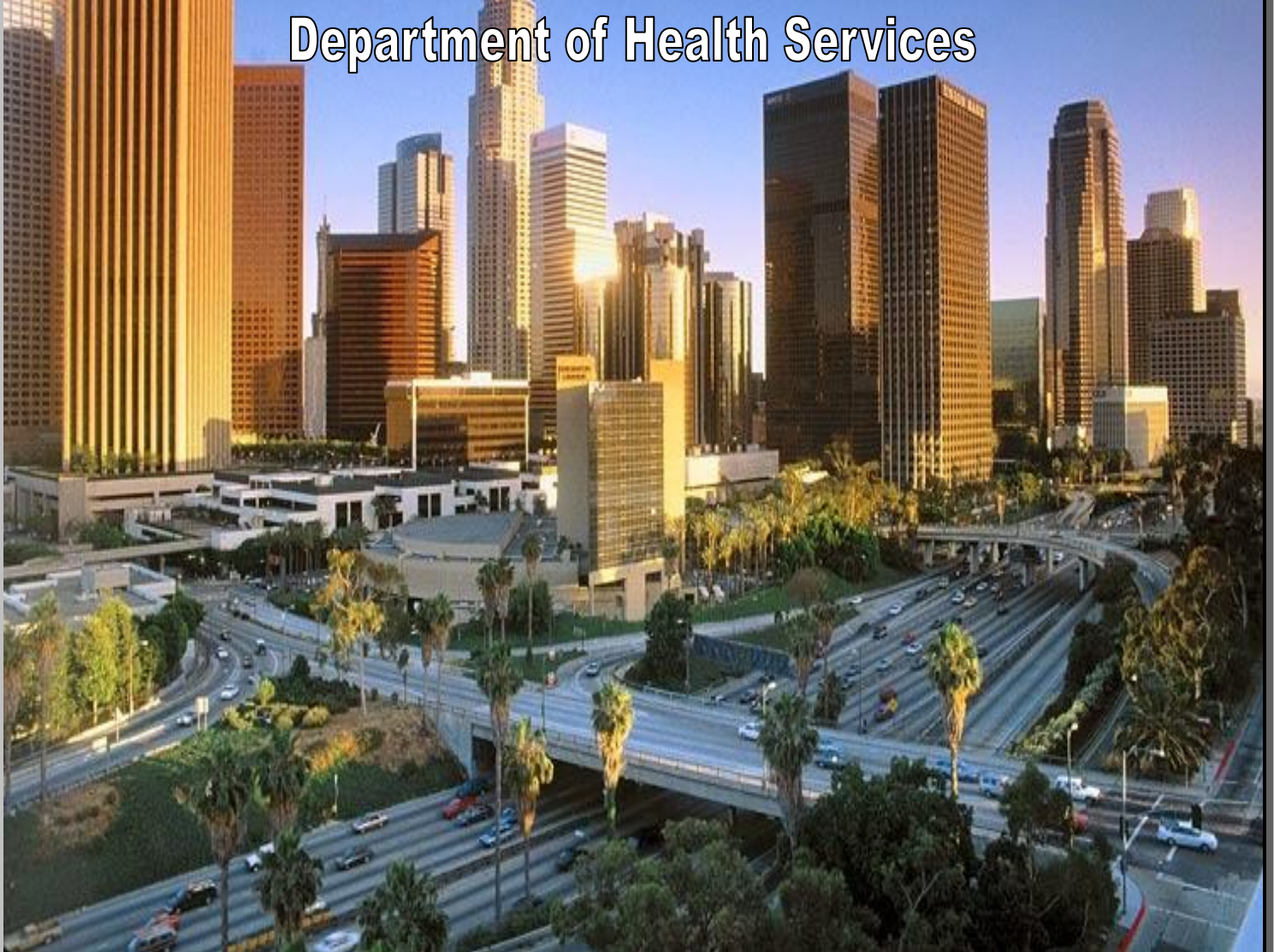




# County of Los Angeles

## Department of Health Services



Inviting Resumes for:

**DIRECTOR, OFFICE OF DIVERSION AND REENTRY**  
**(UNCLASSIFIED)**

ANNUAL SALARY: \$209,338 - \$325,563 (Range R19)

**FILING PERIOD: SEPTEMBER 23, 2021 - Continuous**

## **ABOUT DEPARTMENT OF HEALTH SERVICES**

The Los Angeles County Department of Health Services (DHS) is the second largest municipal health system in the nation. DHS operates as an integrated health system, operating 26 health centers and four acute care hospitals, in addition to providing health care to youth in the juvenile justice system and inmates in the LA County jails. Across the network of DHS' directly operated clinical sites and through partnerships with community-based clinics, DHS cares for about 600,000 unique patients each year, employs over 23,000 staff, and has an annual operating budget of 6.3 billion.

Through academic affiliations with the University of California, Los Angeles (UCLA), the University of Southern California (USC), and the Charles R. Drew University of Medicine and Sciences (CDU), DHS hospitals are training sites for physicians completing their Graduate Medical Education in nearly every medical specialty and subspecialty. In addition, to its direct clinical services, DHS also runs the Emergency Medical Services (EMS) Agency and the County's 911 emergency response system, as well as Housing for Health and the Office of Diversion and Re-entry, each with a critical role in connecting vulnerable populations, including those released from correctional and institutional settings, to supportive housing.



## **POSITION OVERVIEW**

This Director is unclassified (at-will) and reports directly to the Director of Community Programs in the Department of Health Services. Per County Ordinance, the position is responsible for oversight and coordination of all County-wide diversion of persons who have mental illness or substance abuse issues, and persons who are homeless or at risk of becoming homeless upon discharge. The position has full responsibility for guiding the strategic, administrative, and operational activities of the Office of Diversion and Reentry (ODR). ODR is dedicated to preventing or reducing the incarceration and recidivism of youth and adults, with a focus on those suffering from mental illness and/or substance use disorders.

## **EXAMPLES OF DUTIES**

- Oversees the planning, development, and implementation of jail diversion projects and programs designed to offer health, mental health, and law enforcement personnel countywide a means to redirect County residents with mental illness and/or substance use disorders away from the criminal justice systems to recovery-based community treatment and services and promotes an end to cycles of repeated incarceration. Helps implement the County's Care First-Jail Last Vision for people with unmet behavioral health needs and to support the Board's plan to close Men's Central Jail.
- Oversees and coordinates through subordinate programs managers the creation and enhancement of programs that seek to continually improve the physical and mental health recovery and reentry of justice-involved residents of the County.
- Leads development and/or creation of materials, reports, publications, and dashboards that help to communicate key program developments, progress and outcomes from ODR's programs and operations.
- Oversees the planning, implementation and expansion of ODR's Youth Diversion and Development program (YDD). Works in collaboration with the CEO and the Alternatives to Incarceration Initiative to implement the Boards plan for Youth Justice Reimagined.
- Works in collaboration with leaders across the Department of Health Services to increase integration between ODR programs, DHS' Correctional Health Services, and core non-correctional DHS delivery system to improve collaborative program development, care coordination and participant outcomes.

- Establishes and fosters robust and collaborative partnerships between the Office of Diversion and Reentry and: 1) the departments of Public Health, Mental Health, the District Attorney's Office, Public Defender, Alternate Public Defender, Probation, the Sheriff's Department, and the Alternatives To Incarceration Initiative; 2) Other law enforcement agencies throughout the County; and 3) community-based partners, with the goal of implementing initiatives to increase diversion and reentry opportunities for justice-involved County residents, both adult and youth.
- Collaborates with the leadership of the Los Angeles Superior Court to expand opportunities for jail- and community-based diversion efforts and to further ODR's work assisting the adult reentry population and the juvenile population who are experiencing contact with the juvenile justice system.
- Supports the growth, sustainability, and integrity of ODR programs, including overseeing development efforts and maximizing revenue from County, State, Federal, and non-governmental sources.
- Oversees and coordinates the analysis of legislation and policies related to and impacting diversion and reentry efforts at the County, State, and Federal levels, and makes recommendations for the

development and implementation of new policies designed to continually improve diversion and reentry efforts of the County of Los Angeles.

- Represents ODR and, as appropriate, the County's diversion & re-entry efforts and priorities, in County, State, and national forums, with elected officials, and with external media.
- Provides strategic guidance to the development of Information Technology systems, data integration efforts and databases required to document and manage diversion and reentry efforts. Ensures privacy and security of data of clients served in diversion and reentry programs.
- Monitors and tracks diversion and reentry services provided by ODR and its partners and evaluates value and cost-effectiveness of programs. Prepares reports at the request of the Board of Supervisors and Chief Executive Officer for the purpose of aiding in the planning and development of diversion and reentry programs. Ensures data is appropriately disseminated to various departments involved in diversion and reentry efforts, community stakeholders and partners, and the public.

*The preceding statements reflect the general duties and responsibilities of the position, and are not considered a detailed description of all work requirements that may be inherent in the job or required for the effective discharge of the position's responsibilities.*





### **QUALIFYING EDUCATION AND EXPERIENCE REQUIREMENTS**

**Option I** – A Juris Doctor from an accredited law school\* -AND- seven (7) years of experience in private legal practice focused on criminal law and/or public sector legal experience at the level of a Los Angeles County Deputy District Attorney III or Deputy Public Defender III, five (5) years of which must have been working with cases involving mental health and/or substance use issues. Experience as a judge or commissioner of a trial court (e.g. Superior Court) will be considered as the practice of law.

**Option II** - A Bachelor's or equivalent degree from an accredited college or university\* -AND - a license to practice as a Registered Nurse issued by the California Board of Registered Nursing\*\* -OR- a California Physician and Surgeon's Certificate authorized by the Board of Medical Examiners of California (or equivalent from another State)\*\*\* -AND- seven (7) years of experience working with mentally ill justice-involved populations.

**Option III** - A Bachelor's or equivalent degree from an accredited college or university\* AND – seven (7) years of experience in a senior leadership position

within a community-based service and/or advocacy organization focused on serving / advocating for the needs of individuals involved with the criminal justice system.

**Option IV** – A Bachelor's or equivalent degree from an accredited college or university -AND- seven (7) years of experience in law enforcement at the level of a Los Angeles County Sheriff Department Chief or Probation Department Deputy Director, five (5) years of which must have been working with and managing programs for mentally ill justice-involved populations.

### **DESIRABLE QUALIFICATIONS**

- Exceptional interpersonal skills and ability to promote interdisciplinary collaboration and foster teamwork.
- Ability to work in a collaborative and facilitative manner on teams and across the organization to achieve departmental and organizational goals.
- Strong experience interacting with and developing robust relationships with a wide variety of stakeholders, including community representatives and community-based organizations, law enforcement agencies, elected officials, and governmental leaders.
- Excellent management skills and experience with strategic planning, operational and administrative oversight of large programs.

### **LICENSE**

- A valid California Class "C" driver license or the ability to utilize an

alternative method of transportation when needed to carry out job-related functions.

### **REQUIREMENT INFORMATION**

\*Applicants must attach a copy of their Juris Doctorate degree or Bachelor's degree at the time of filing or within 15 calendar days of submitting their resume to [tomoore@dhs.lacounty.gov](mailto:tomoore@dhs.lacounty.gov).

\*If qualifying under **Option II**, applicants must attach a copy of the required license. The license must be current and unrestricted.

\*Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also, acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by The National Association of Credential Evaluation Services or the Association of International Credential Evaluators, Inc. (AICE).

### **COMPENSATION AND BENEFITS**

Annual Salary: \$209,338 - \$ 325,563  
(Range R19)

This position is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP). The successful candidate may be appointed to any salary within the range, depending on qualifications.

**Benefits:** The County of Los Angeles provides an excellent benefit package that allows employees to choose benefits that meet their specific needs. The package includes:

- **Retirement Plan** – The successful candidate will participate in a contributory defined benefit plan. The Los Angeles County Employees Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California.
- **MegaFlex Plan** – Benefits may be purchased from the MegaFlex Cafeteria Benefit Plan (MegaFlex) using a tax-free County contribution of an additional 14.5% to 17% of the employee's monthly salary. Any portion of the County contribution not used to purchase benefits is given to the employee as taxable income. Benefits available within MegaFlex include medical, dental, disability, life and AD&D insurance. (MegaFlex Plan is not available to County employees who are currently in Flex).
- **Non-Elective Days** – 10 paid days per year with the option to buy 1 to 20 elective annual leave days. Annual leave days can be used for vacation, sick or personal leave.
- **Dependent Care and Health Care Reimbursement Accounts** are also available.
- **Savings Plan (401k)** – Optional tax-deferred income plan that may

include a County matching contribution up to 4% of employee's salary.

- **Deferred Compensation Plan (457)** – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee's salary.
- **Holidays** – 12 paid days per year.



## **SELECTION PROCESS**

Each candidate's background will be evaluated on the basis of information submitted at the time of application to determine the level and scope of the candidate's preparation for this position. The resume should include any additional information which the candidate wishes considered. Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process.

The names of the most highly qualified candidates will be submitted for consideration.

**NOTE: Appointment to this position is contingent upon the satisfactory completion of background and reference checks.**

## **FILING INSTRUCTIONS**

Qualified candidates are invited to submit a statement of interest and resume. The statement of interest should detail special qualifications and a record of accomplishments.

Resumes must include the following:

1. Names of schools, colleges, or universities attended, dates attended and degrees earned with field(s) of study. Please enclose copies of degree(s), licenses and certificates together with the resume.
2. For each organization and program managed please include:
  - The name of each employer, titles held, and dates of employment.
  - Size of organization and budget information for programs managed.
  - Number and composition of personnel supervised.
  - Scope of management responsibilities and functions managed.
3. Sufficient information to determine if candidate experience meets the Qualifying Education & Experience Requirements sections of this recruitment announcement.

All submitted information will be reviewed and evaluated as received. Please submit your statement of interest and resume materials to:

Tonia Moore  
Department of Health Services  
Recruitment & Examinations Office  
5701 S. Eastern Avenue, Suite 400  
City of Commerce, CA 90040  
E-mail: [tomoore@dhs.lacounty.gov](mailto:tomoore@dhs.lacounty.gov)  
Phone: (213) 820-3227

*Pursuant to State and federal requirements, we are requesting that you voluntarily provide the following information: (1) your race/ethnicity and (2) your gender. This information should be on a separate piece of paper (without your name) attached to your resume. This page will be removed from your resume when it is received, kept confidential, and utilized solely for required statistical purposes.*

### **SPECIAL INFORMATION**

It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons regardless of race, religion, sex, national origin, age, sexual orientation or disability. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation may call the ADA Coordinator at:

(323) 869-7124 – ADA Coordinator - Voice  
(800) 899-4099 (TTY)  
(800) 897-0077 (TTY)  
(800) 735-2922 (CRS)

Any applicant for county employment who has been convicted of worker's compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110).

### **SOCIAL SECURITY ACT OF 2004**

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement.

For more information on Social Security and about each provision, you may visit the website [www.socialsecurity.gov](http://www.socialsecurity.gov), or call toll free (800) 772-1213. Persons who are deaf or hard of hearing may call the TTY number (800) 325-0778 or contact a local Social Security office.

### **EMPLOYMENT ELIGIBILITY INFORMATION**

Final employment is contingent upon verification of U.S. Citizenship or the right to work in the United States. Immigration law provides that all persons hired after November 6, 1986 are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

This announcement may be downloaded from the County of Los Angeles websites at:

<https://bit.ly/3IN9UVE> or <http://www.dhs.lacounty.gov>

The County of Los Angeles is an Active Equal Opportunity Employer