



JOB OPPORTUNITY

EXECUTIVE DIRECTOR OF UNEMPLOYMENT INSURANCE SERVICES

The not-for-profit Unemployment Insurance Division of the California Association of Hospitals and Health Systems offers complete management services for unemployment insurance claims and appeals on behalf of health care employers. We have an opportunity for a senior leader within the UI industry to join our team as the executive in charge of our Unemployment Insurance Services Division.

The Executive Director is responsible for the strategic planning, executive leadership, organization and management of all phases of a high-quality unemployment insurance claims management and appeals service for CAHHS member hospitals and other health care employers. This includes administering a joint account unemployment insurance program involving a large number of CAHHS member hospitals and a multi-million dollar trust fund. In addition, this position is responsible for the operation of a UI claims management and appeals service on a fee-for-service basis for hospitals and other health care employers.

This position requires:

- Bachelor's degree (or equivalent) in business administration or related field; a Master's level degree is preferred
- At least 4 years of successful top-level management experience in the UI industry
- At least 5 years of experience related to the administration of California UI law, preferably in the health care industry
- Extensive knowledge of UI regulations and requirements within the state of California
- Ability to think strategically and develop/implement a clear vision for the UI division
- Ability to interact effectively with staff and a variety of external groups and individuals including government agencies, members, boards, committees, advisory groups, professional organizations and consultants
- Ability to influence and motivate others
- Solid business development, marketing and member retention skills
- Excellent customer service, communication, listening and public speaking skills
- Strong analytical, project management and problem solving skills
- Valid CA driver's license, acceptable DMV record and ability to travel regularly with some overnight stays

CAHHS offers a highly competitive compensation and benefits program and an excellent working environment. If this position sounds like a good fit with your interests, background and abilities, please forward your resume and salary requirement to <https://home.eease.adp.com/recruit/?id=711591>. CAHHS is an equal opportunity employer.