

Compensation and Benefits

MCSIG offers an attractive compensation and benefits package. The salary range for this position is \$162,367 - \$183,297 annually. A comprehensive benefits and leave package is available including the CalPERS retirement program with a 2 @ 55 formula (for Schools PERS members) and Social Security.

The position of Executive Director is at-will and serves at the pleasure of the Executive Committee. MCSIG will negotiate a mutually agreeable employment contract with the selected candidate.



Monterey County Schools Insurance Group

The Process

To pursue this unique and exceptional career opportunity, please forward a letter of interest, your resume, including your current salary, and five work-related references (who will not be contacted until mutual interest is established) to:

Paul Kimura
Avery Associates
3½ N. Santa Cruz Ave, Suite A
Los Gatos, CA
E-mail: jobs@averyassoc.net



The final filing date for this position is February 21, 2014.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424.

*invites your interest
for the position of*

Executive Director



The Community

The Monterey County Schools Insurance Group (MCSIG) is a Joint Powers Authority (JPA) that was created with 20 Monterey School District members in 1982. Its purpose is to establish, operate and maintain benefit of the member parties by utilizing the principles of Collectively Pooled Underwriting, Risk Sharing, Shared Expenses, Health Management and Cost Containment Services. Since that time, the JPA has expanded to 31 school districts within Monterey and San Mateo Counties. While the current membership is exclusively schools, any public entity is allowed to join under the provisions of the JPA.

A Board of 36 members representing all member agencies within the JPA governs the organization. The entire Board meets at least four times annually and the Executive Committee meets monthly. The Executive Committee of the Board, which includes eight members is delegated policy authority for all matters with the exception of budget approval, plan design and contribution rates. Executive Committee members are annually selected by the full Board to two-year overlapping terms.

The complexities of the health care industry have over time, led to a number of adjustments to the administration of the JPA. This included efforts towards streamlining of rate structures and the sharing of resources and risks with all the partners. To further advance streamlining efforts, the position of Executive Director was created replacing an Executive Secretary position. In 1990 the Board created the Advisory Committee to assist in the evaluation and implementation of the goals of MCSIG.

It was the Committee's recommendation that the JPA begin offering a limited number of benefit programs. Each program/plan would be experience rated based upon the entirety of that plan's experience throughout the JPA. Subject to the individual bargaining agreements, each employee covered under the MCSIG programs would have the ability to choose the plan of benefits which best met his/her needs. Benefits and rates for each plan would be uniform throughout the JPA and there would be no unit or district experience maintained apart from the JPA wide plan experience.

In 1993, the Board created a Focus Group to review the operations and goals of the JPA. That group addressed the areas of: Administrative Services, Membership Governance Products, and Wellness. This led to the introduction of the highly successful Wellness Program beginning with the hiring of a Health & Wellness Program Manager. The mission of the program is to promote and preserve the health of all employees through a comprehensive health promotion program.

In 1995, MCSIG accomplished the goal of reorganizing the Board governance. It now operates with an expanded Board that includes nine at-large employees representing their associations as full voting members of MCSIG. In addition, districts with over 500 employees have an additional voting member on the Full Board.

Currently, Anthem Blue Cross of California provides, under contract, third party medical claims processing, network services



and the Prudent Buyer provider network for all MCSIG medical plans. MHN and Chiropractic Health Plan of California (CHPC) provide, under contract, all mental health and chiropractic services for the MCSIG medical plans through their respective network of providers. Delta Dental and VSP provide, under contract, third party claims processing and provide network services for the MCSIG dental and vision plans, respectively.

The Position

The Executive Director is responsible for the leadership and management of MCSIG and ensures the effective delivery of benefits, services and information to its members. The position is appointed by and reports to the eight member Executive Committee and oversees a staff of eight employees. In addition to the Executive Director, the organization consists of a Wellness/Outreach Manager, an Administrative Manager, two Customer Service Representatives and four administrative personnel.

This position will address a wide variety of priorities in supporting member agencies. Membership retention is a key issue as competitive forces and cost structures create a need for proactive outreach and communication. As the "face" of the organization, the Director must represent the JPA in marketing and communication efforts to existing and potential members that include a unique mix of interests. Knowledge regarding legislation that potentially impacts the JPA and the ongoing challenges related to all aspects of the Affordable Care Act are also essential to this role.

The Director also serves as the operational and technical "expert" and is expected to closely work with the Board to provide information and background in assisting their efforts in establishing policy direction. Operationally, the Director benefits from an excellent and knowledgeable staff. They regularly work with vendors in the evaluation of programs, projects and costs. Visibility and communications to existing members regarding budget and rate renewal is also an ongoing priority.

The Ideal Candidate

In dealing with a wide range of constituents, the new Director must possess excellent interpersonal relationship and communication skills. Creativity, adaptability to change and the ability to deal with ambiguity are essential within this role. A management style that is engaged, active and hands-on along with a keen focus on customer service is also key to this role. Administration skills including effective self-organization will be critical to success in this assignment. A strong foundation in budget, governmental accounting and finance is required.

This position will benefit from knowledge and understanding of how the education system operates, and the Director must have empathy for the perspective of school employees. A significant challenge is the balancing of the interests of the JPA versus the specific interests of a member agency or constituent. The ideal candidate will also have demonstrated employee benefit experience and/or formal training; experience and or formal training with office technology; and experience with various forms of presentations, both oral and written. The successful candidate will also possess a combination of education and experience with concentration in accounting, business and or public administration equivalent to a college degree.

