



CWDA

Advancing Human Services
for the Welfare of *All* Californians

RECRUITMENT ANNOUNCEMENT

COUNTY WELFARE DIRECTORS ASSOCIATION OF CALIFORNIA (CWDA)

CWDA is recruiting for a Senior Policy Analyst/Self Sufficiency. This senior-level position will have lead responsibility for a full range of analytical and program support activities in the areas of health care and nutrition, and engage in collaborative work to promote family self-sufficiency across a variety of human services programs and systems supported by counties.

About the Organization

The County Welfare Directors Association of California (CWDA) is a non-profit association representing the human services directors from each of California's 58 counties. CWDA's mission is to promote a human services system that encourages self-sufficiency of families and communities and protects vulnerable children and adults from abuse and neglect. To accomplish this mission, the Association:

- Advocates for policies that will further the mission of the organization.
- Educates state and federal policy makers and the public regarding the impact of human services policies on individuals, communities, and county social services operations.
- Collaborates with government agencies, elected officials and their staff, and community-based organizations to ensure efficient and effective service delivery.

Health Care and Nutrition

The Medi-Cal and CalFresh programs are critical pillars of the state's safety net, serving more than 13 million Californians at any given time. County human services agencies conduct eligibility for both of these programs on behalf of the state and federal government. CWDA, on behalf of its county agency members, plays a key role in developing policy, addressing identified issues, and influencing and implementing state and federal regulations, legislation and budget items affecting these programs and the broader areas of health care and nutrition.

The Senior Policy Analyst in this area will be the primary contact regarding health care and nutrition for our Board of Directors, county and state staff, and advocacy organizations. The Analyst staffs regular committee meetings in these program areas and drives the development of CWDA policy in these areas, especially as it relates to eligibility rules and requirements for the Medi-Cal and CalFresh programs. This includes engagement in the annual state legislative and budget processes as well as federal issues that arise in these program areas.

Position

The Senior Policy Analyst/Self Sufficiency will report to the Executive Director and Deputy Executive Director. Position responsibilities include, but are not limited to:

- Play the lead role within the CWDA office with respect to policy analysis and program support for two key policy and program areas:
 - Health care, including Medi-Cal
 - Nutrition, including CalFresh
- Staff and support the CWDA Medical Care, CalFresh and Self Sufficiency committees, which meet on a monthly basis, as well as subcommittees formed by those groups.
- Communicate with CWDA members, members of the Legislature and their staff, and state and federal oversight agencies in meetings and through written memos, updates and letters on budget and legislative issues, publications on select topics, and position statements.
- Pro-actively anticipate and identify opportunities for CWDA and counties to advance policy and practice in the health care and nutrition policy and program areas. Work within CWDA and collaborate with other organizations to research those issues and develop recommended options and strategies.
- Conduct policy analysis of budget proposals, legislation, regulatory actions, and court decisions that impact human services programs, including but not limited to research regarding promising practices, activities in other states, and data analysis as needed.
- Collaborate with other staff working in the Self-Sufficiency area who focus on issues including CalWORKs/welfare-to-work, childcare, and housing and homelessness.
- Engage in program and policy work related to broader overarching Self Sufficiency issues in which health care and nutrition play a role, such as poverty, homelessness, equity, and housing insecurity.
- Chair, participate in, and/or facilitate ad hoc workgroups as needs are identified within CWDA and by other organizations and agencies.
- Other projects as assigned.

Desirable Qualifications

- An ideal candidate would have in-depth knowledge and experience in *at least one* of the policy areas of health care or nutrition, including a deep understanding of Medi-Cal or the CalFresh program. Knowledge of both policy areas/programs would be a plus.
- Strong analytical skills, including policy analysis, budget analysis and program evaluation, including the ability to recognize and analyze issues that cross multiple program areas;
- Excellent written and verbal communication skills, including ability to synthesize complex information into clear and concise presentations;
- Ability to self-direct work across a variety of policy and program areas concurrently with guidance from the Executive Director and Deputy Executive Director;
- Ability to establish and foster productive, collaborative relationships with the wide array of county, state, non-profit, and private individuals involved in human services policy development and program operations;
- Familiarity with county human services programs, policies and operations;
- Familiarity with the California budget, legislative, regulatory, and program implementation processes;
- Ability to thrive in a dynamic, high-energy, fast-paced and fun work environment.

Experience and Education

Any combination of experience and education that provides the required knowledge and abilities will be considered qualifying. Generally, the minimum background includes a bachelor's degree in a field such as public administration, social work, economics, or another related discipline, and four or more years' experience working at the state, county, federal, or community level on human services issues or programs. Relevant work experience in state or county government and/or the California Legislature, and a master's degree or higher in a relevant discipline are desirable but not required.

Compensation

Competitive salary commensurate with experience, plus an excellent benefit package.

How to Apply

Those interested in applying should address a letter of interest to: Frank Mecca, Executive Director, CWDA, 925 L Street, Suite 350, Sacramento, CA 95814.

Send the letter along with your resume and a writing sample via email to tmetcalf@cwda.org to ensure timely receipt.

Please submit your application materials no later than September 25, 2020.

Position Availability

The position is immediately available. We encourage interested, qualified applicants to apply ASAP.

Please email Deputy Executive Director Cathy Senderling-McDonald (csend@cwda.org) with any questions about the position.