

Associate Director (0568U), CA Health Benefits Review
Program - 74160
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=248174>

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Posted Nov. 4, 2024, set to expire Mar. 2, 2025

Job Title	Associate Director (0568U), CA Health Benefits Review Program - 74160
Department	California Health Benefits Review Program
Institution	University of California, Berkeley Berkeley, California
Date Posted	Nov. 4, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Director Professional Staff
Academic Field(s)	Public Policy & Administration Political Science - General Economics - General Sociology - General
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Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel

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safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

The California Health Benefits Review Program (CHBRP) is a systemwide program housed at UC Berkeley that responds to requests from the State Legislature to provide independent analysis of the medical, financial, and public health impacts of proposed health insurance benefit-related legislation.

Frequently, CHBRP analyzes proposed health insurance benefit mandates (i.e. requirements to cover a test, treatment, or service). It is administratively structured as an Organized Research Unit (ORU) housed under the Vice Chancellor of Research. Funded via state funds by an annual assessment of health plans and insurers in California, CHBRP is an impartial organization tasked with evaluating the medical effectiveness, cost impact, and public health impact of bills related to health insurance

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benefits. CHBRP provides independent, robust, and timely analyses of proposed mandates and repeals to California's State Legislature so that they have all of the scientific evidence required to make informed decisions. CHBRP works with faculty and research staff across the UC System as well as under a National Advisory Council, made up of experts from outside the state of California and designed to provide balanced representation among groups with an interest in health insurance benefit-related legislation and directly supports the Legislature and policymaking community.

Position Summary

The Associate Director is a key manager who focuses on the training, quality oversight, and support of CHBRP's unique faculty and researcher task force. The incumbent supports continuous process and analytic improvement efforts and helps build and maintain the program's academic reputation and engagement efforts with the national health services research association, researchers and policymakers in California, and other key groups. The Associate Director also leads analytic teams and supports a wide array of analytic efforts of the program.

Application Review Date

The First Review Date for this job is: 11/15/2024.

Responsibilities

- Manages their own highly complex analyses with assigned teams across a broad spectrum of topics, involving teams of faculty, staff, contractors, and actuaries.
- Requires superior project and people management oversight and expertise as you will be working with teams across the UC system.
- Provides ongoing guidance and assistance to subordinates, contractors, and faculty across the UC system on their research on complex issues utilizing sound scientific evidence relevant to proposed legislation in the form of summaries.
- Develops and coordinates policy communications and policy briefs both within UC and for the Legislature regarding healthcare; formulates strategies for education, analysis and implementation. Coordinate with supporting contractors, faculty, and graduate students.
- Researches and summarizes best practices in the field and responds to requests from the State Legislature to provide independent analysis of the medical, financial, and public health impacts of proposed health insurance benefit-related legislation.
- Supports engagement and training of new staff, faculty, researchers, graduate students and contractors.
- Proposes and leads policy and planning committees and working groups of analytic staff at the

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University of California, Berkeley that work with a task force of faculty and researchers from several campuses of the University of California, as well as actuarial consultants.

- Responsible for administering the budget for managed function/initiative.
- Key focus on actuarial services.
- Makes decisions on performance, salary actions, hiring decisions, and other human resources related issues of managed staff of this very specialized department.

Required Qualifications

- Advanced preparation from college in economics, public policy, political science, sociology, or an allied field, and at least ten years of applied experience in government, industry, or another relevant sector.
- Demonstrated and thorough knowledge of current issues in health policy and of the health insurance industry, regulations, and related policy issues in California.
- Excellent writing skills to communicate technical concepts clearly and logically for policy and lay audiences through correspondence, reports, papers, articles, policies, and procedures.
- Excellent oral presentation skills to articulate ideas and issues concisely and persuasively to internal and external audiences.
- Ability to tactfully deal with diverse constituencies, situations, and ideas.
- Demonstrated ability to problem-solve and recommend solutions to barriers or management challenges for the program.
- Demonstrated interpersonal skills to work collaboratively, collegially, and productively with co-workers and diverse constituencies inside and outside the institution.
- Demonstrated ability to effectively manage multiple projects concurrently with minimal direction, monitor the work of others, work independently and collaboratively, and meet time-sensitive deadlines.
- Demonstrated ability to function in a complex institutional environment; professional maturity and judgment to deal with politically sensitive policy issues according to the CHBRP and UC institutional norms.
- Solid organizational skills to manage and prioritize multiple assignments under strict deadlines; strong attention to detail and accuracy.
- Proven proficiency with Microsoft Suite, web-based applications, and knowledge and skill in the use of various information databases within an integrated computer environment; ability to learn new computer-based software and help apply them to collaborative analytic processes like CHBRP to improve the efficiency of the process and assure the quality of the product.
- Bachelor's degree in related area and/or equivalent experience/training.



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Preferred Qualifications

- Master's degree in related area and/or equivalent experience/training.

Salary & Benefits

This is a 100% full-time (40 hrs a week) exempt career position, which is paid monthly and eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary that the University reasonably expects to pay for this position is \$135,000.00 - \$150,000.00.

How to Apply

- To apply, please submit your resume and cover letter.

Diversity Statement

Please include, as part of your application a brief (1-2 paragraph) statement on your contributions to diversity, equity, inclusion, and belonging in your professional experience.

Advancing diversity, equity, and inclusion are fundamental to our UC Berkeley Principles of Community, which states that "every member of the UC Berkeley community has a role in sustaining a safe, caring, and humane environment in which these values can thrive."



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Other Information

- This is not a visa opportunity.
- This position is eligible for up to 90% remote work. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the https://apptrkr.com/get_redirect.php?id=5776199&targetURL=U.S. Equal Employment Opportunity Commission poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

Contact Information

Please reference Academickeys in your cover letter when



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applying for or inquiring about this job announcement.

Contact

N/A

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