



COUNTY *of* VENTURA

Invites Applications for

DEPUTY EXECUTIVE OFFICER RISK MANAGEMENT

Annual Base Salary Up to \$210,412.06* DOQ

***Educational Incentive:**

Additional cash payment of up to 5% each pay period.

What We Offer

The County of Ventura offers an attractive compensation and benefits package. The salary range for this position is **\$150,279.59 to \$210,412.06** annually. An employee in this position will also be eligible for the following:

- **Educational Incentive:** Additional cash payment of 2.5% for completing an associate degree, 3.5% for a bachelor's degree, or 5% for a graduate degree each pay period.
- **Executive Annual Leave:** The selected candidate will earn 248 hours per year, increasing to 288 hours after 5 years of service, 328 hours after 10 years of service, and 368 hours after 15 years of service. Credit for prior public service may be considered (Management Resolution, § 1202A).
- **Annual Leave Redemption:** The ability to "cash in" or redeem up to 100 hours of Annual Leave per year after using 80 hours of annual leave within the previous 12 months (Management Resolution, § 1207).
- **Holidays:** 12 paid days annually, including a scheduled floating holiday.
- **Deferred Compensation:** Eligible to participate in the County's 401(k) Shared Savings Plan and/or the Section 457 Plan. This position is eligible for up to a 3% match on your 401(k) contributions. Effective February 9, 2024 (and annually thereafter), eligible employees meeting the criteria in Sec. 1907 of the Management Resolution will receive a two percent (2%) of their annualized compensation non-elective contribution into their 401(k) account.
- **Health Insurance Plans:** Medical, dental, and vision plans for you and your dependents. A flexible credit allowance of up to \$25,558 annually, depending on enrollment plan tier.
- **Flexible Spending Accounts:** Boost your spending power by reimbursing yourself with pre-tax dollars for IRS-approved dependent care and health care expenses.
- **Pension Plan:** Both you and the County contribute to the County's Retirement Plan. If eligible, you may establish reciprocity with other public retirement systems, such as CalPERS.
- **Additional Benefits:** Incumbents are entitled to County-paid membership in professional organizations related to their position; other benefits include Disability Plans, Employee Assistance Program, Life Insurance, Tuition Reimbursement, and Wellness Program.
- **Work Schedule:** Our team operates on a regular, in-office schedule: 8 hours per day, Monday through Friday. We ensure support for all County agencies, promote seamless collaboration, and allow for consistent personal planning.



The Position

Reporting to the County Human Resources Director, the Deputy Executive Officer, Risk Management, will oversee one or more divisions and serve as the backup to the Senior Deputy Executive Officer. The Deputy Executive Officer is responsible for managing the County of Ventura's comprehensive risk management programs, which include Liability, Risk Control, Insurance, Workers' Compensation, and Disability Management Divisions. In this role, you will support the Senior Deputy Executive Officer and other team members in identifying, assessing, and mitigating risks that could impact the organization. You will be responsible for maintaining risk documentation, preparing reports, and ensuring compliance with internal policies and external regulations. As a Deputy Executive Officer, you will help develop and monitor risk indicators, track incidents, and develop and support the implementation of risk mitigation strategies. You will also support conducting risk assessments, coordinate with other departments to gather necessary information, and play a key role in enhancing the organization's risk culture. This includes developing and managing insurance policies and risk mitigation strategies to minimize the County's financial exposure. It also involves overseeing all aspects of the claims process for the County's self-insured programs, from initial reporting to resolution, ensuring compliance with all legal and regulatory requirements. In this role, you will play an integral part in strategic development and planning, staff development, and risk management training. This position requires a proactive, hands-on strategic approach to identifying, assessing, and reducing risks across all County departments, along with the ability to handle sensitive information confidentially.

Ideal Candidate

The ideal candidate is an experienced risk management professional with a strong background in public sector liability, insurance, claims administration, and disability management, or someone with substantial risk management experience and the ability to learn the nuances of the public sector. They have a proven record of successfully managing complex risk portfolios, handling claims, and negotiating with insurance carriers and legal counsel. This working deputy executive officer will be a hands-on expert who understands government operations, collaborates effectively with a wide range of stakeholders, and drives initiatives to achieve meaningful results. The ideal candidate should also demonstrate a strategic mindset, with the ability to identify emerging risks and develop proactive mitigation strategies to safeguard the county's resources. Strong analytical skills, attention to detail, and effective communication with various stakeholders are essential, along with being organized and detail-oriented. Certification as an Associate in Risk Management (ARM) or an Associate in Insurance Services (AIS) is highly preferred.



The Human Resources Department

The Human Resources Department of the County Executive Office (CEO-HR) consists of 138 dedicated professionals committed to fulfilling the mission of recruiting, retaining, and developing a diverse, inclusive, and qualified workforce that provides the highest level of service. The staff is organized into six divisions, which include Labor Relations, General Human Resources, Health Care Agency Human Resources, Risk Management, Disability Management/Workers' Compensation, and Community & Belonging Division. The County utilizes a combination of centralized and decentralized human resource functions, with certain agencies managing their specialized recruitments and processes in consultation with CEO-HR.



County Executive Office

As a vital part of the County organization, the County Executive Office (CEO) is responsible for recommending and implementing Board of Supervisors policies, preparing and managing the County budget, recruiting and retaining a highly skilled workforce, and negotiating and managing contracts with various labor organizations.

The Office also actively collaborates with local cities, other public jurisdictions within the County, representatives from state and federal governments, and community-based organizations. In conducting its work, the Office aims to provide high-quality services in a fiscally responsible manner while consistently fostering a culture of cooperation among agencies to enhance the integration and coordination of services.

The County of Ventura

From rolling hills to sweeping ocean views, Ventura County is located on California's "Gold Coast," approximately 50 miles northwest of Los Angeles and 30 miles southeast of Santa Barbara. The near-perfect Mediterranean climate, with an average annual temperature of 74.2 degrees and a wonderful quality of life, is one of the reasons many of the 802,983 residents call Ventura County "home." Ventura has a diverse economic base, from tourism to high-tech enterprises in beautifully planned communities, making the region one of the safest in Southern California.

Ventura County is a "general law" county, governed by a five-member, elected-by-district Board of Supervisors. The Supervisors appoint a County Executive Officer (CEO) to oversee the County budget, day-to-day operations, as well as to advise, assist, and act as an agent for the Board of Supervisors in all matters under the Board's jurisdiction. It focuses on serving its residents by promoting engagement, strategy, execution, and accountability. This includes community and belonging initiatives to ensure that all employees are treated with respect and without discrimination, and to improve culturally appropriate outcomes for community members.

The County is supported by a total budget of approximately \$3 billion and more than 10,000 full-time equivalent (FTE) positions across 27 agencies/departments. The County provides a broad variety of services from 27 different departments and agencies, including safety and social services, healthcare, airports, harbor, resource management, parks, information technology, and public works. There are six elected department heads in addition to the Board of Supervisors: Assessor, Auditor-Controller, Clerk-Recorder/Registrar of Voters, District Attorney, Sheriff, and Treasurer-Tax Collector.



Recruitment Process

To apply for this exceptional career opportunity, please send a resume and a cover letter that illustrates the following:

Your professional experience in the following areas of risk management. Include details related to:

- **Claims and Insurance Administration:** Managing liability and workers' compensation claims, including intake, investigation, resolution, litigation coordination, and settlement authority; administering self-insured programs and working with brokers and underwriters to procure and manage insurance coverage.
- **Safety, Disability, and Risk Control Programs:** Developing and implementing safety and loss prevention initiatives; overseeing return-to-work, leave of absence, and reasonable accommodation programs; and promoting a culture of safety and compliance.
- **Policy, Compliance, and Legal Coordination:** Creating and executing claims handling policies and procedures; ensuring compliance with federal, state, and local regulations (including ADA); and collaborating with legal counsel on high-risk matters.
- **Strategic Risk Management and Contract Review:** Conducting risk assessments, identifying emerging risks, developing mitigation strategies, and reviewing contracts and agreements for appropriate risk-related provisions.

HOW TO APPLY

Submit in one of the following ways: E-mail your resume and cover letter to: Bill.Friedel@VenturaCounty.gov; OR Submit an online application and attachments (resume and cover letter) at www.venturacounty.gov/jobs.

To ensure consideration, please submit your materials no later than **Sunday, November 9, 2025**. All relevant work experience, training, and education must be included to determine eligibility.

INTERVIEW PROCESS

Following a structured evaluation of the resumes, the most qualified candidates will be invited to a panel interview. The top candidates, as determined by the panel, will then be asked to a second interview with the County Executive Office management team. The interviews may be consolidated into one process or expanded into multiple interviews, depending on the size and quality of the candidate pool.

BACKGROUND INVESTIGATION

The selected candidate may be subjected to a thorough background investigation, which may include an inquiry into past employment, education, criminal background information, and driving record. In addition, the successful candidate will be subjected to DOJ/FBI Live Scan fingerprinting.

EQUAL EMPLOYMENT OPPORTUNITY

The County of Ventura is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

