



Stanislaus County
now offers an employee
bonus worth up to
**\$10,000 or 21
additional days of
leave time!***

**See inside for details*

Chief of the Office of Public Guardian (Manager IV)

Behavioral Health and Recovery Services

\$102,460 - \$153,670 Annually

This is a continuous recruitment.

We encourage you to apply immediately, as this recruitment can close at any time. Applications will be screened on an ongoing basis.



ABOUT THE DEPARTMENT

Behavioral Health and Recovery Services (BHRS) is committed to behavioral health principles that are responsive to both mental health services and substance use disorders. Our scope of services includes, but is not limited to, inpatient and outpatient psychiatric services, substance use disorder services, behavioral education and prevention; public guardian functions and advocacy. We offer these services throughout Stanislaus County at Behavioral Health and Recovery Services managed sites and partner with community agencies, as well as other County departments. BHRS provides conservatorship for Adults and Older Adults after the Court has determined they meet criteria and it is appropriate for the Public Guardian to oversee their care. The Public Guardian oversees both LPS and Probate Conservatorships and they are responsible for ensuring all needs of the court appointed conservatees are met.

THE POSITION

Under the direction of the Behavioral Health and Recovery Services Director and Stanislaus County's Public Guardian, the Chief of the Office of Public Guardian will serve as part of the BHRS Senior Leadership Team. This position will oversee Public Guardian programming and operations providing oversight of the treatment for individuals through court-ordered conservatorships. Additionally, the position involves complex administrative duties, including program planning, clinical oversight, quality improvement, reporting, and implementing mandates. The position is not the appointed Public Guardian but is delegated management oversight of the Office of Public Guardian and reports to the appointed Public Guardian.

THE IDEAL CANDIDATE

BHRS is seeking a strategic and experienced leader with a strong background in public administration, social services, or a related field. The ideal candidate possesses deep knowledge of conservatorship laws, regulations, and best practices, with a proven ability to ensure legal and ethical compliance across all operations. This individual demonstrates excellent fiscal management, analytical, and problem-solving skills, and is adept at building collaborative relationships with courts, community partners, and stakeholders. They are committed to person-centered, compassionate care, and can lead and inspire a diverse team while driving innovation, continuous improvement, and high-quality outcomes for conservatees.



OFFICE OF THE PUBLIC GUARDIAN

Stanislaus County's Public Guardian's Office provides conservatorship services for adults deemed unable to manage their own affairs by the Court. The office helps to protect and support the safety and well-being of conservatees by coordinating essential services, managing assets responsibly, and advocating for their rights and best interests. Public Guardian staff work closely with courts, healthcare providers, community partners, and families to help ensure the delivery of compassionate, ethical, and person-centered care.

The Office of the Public Guardian oversees both LPS and Probate Conservatorships and consists of the following programs:

- **Estate Management Office:** The Estate Management Office (EMO) administers the estates for Stanislaus County conservatees, including submitting legally required court accountings of all financial transactions for review and approval.
- **Conservatorship Investigations:** Conservatorship Investigations (CI) investigates the need for conservatorships of individuals incapable of managing their own affairs.
- **Public Guardian Care Coordination:** The Care Coordination team provides all services related to the person on both LPS and Probate conserved individuals. Duties include, monitoring the care being provided by contracted providers, coordinating appropriate placement, and working with the individual, family and providers, advocating for all needed medical, behavioral health and supportive services.

*To learn more about the Office of the Public Guardian,
scan the QR code or click [here](#).*



THE TYPICAL TASKS

- Set the vision, goals, and long-term priorities for the office to ensure high-quality, ethical, and efficient conservatorship services while ensuring adherence to all clinical and administrative standards.
- Review, monitor, and enforce policies that ensure the office operates in full compliance with state laws, court mandates, and best practices in guardianship.
- Manage cross-system functions to assess and improve practices and outcomes.
- Collaborate with leadership, contract service providers, and community partners to enhance program performance and service delivery for conservatees.
- Build and maintain strategic partnerships with courts, healthcare systems, social services, and community organizations to strengthen the continuum of care.
- Implement system-wide strategic initiatives, including outcome monitoring, delegation, and timely execution.
- Review and develop policies for implementing legislation, regulations, and directives affecting conservatorship programming.
- Lead data-driven performance management, continuous improvement initiatives, and quality assurance to enhance service delivery.
- Oversee budget planning, resource allocation, and financial strategy to ensure sustainable operations and responsible management of conservatee assets and care.
- Supervise reporting functions, including data analysis, annual reports, and fiscal monitoring.
- Ensure service delivery meets or exceeds recognized standards, maintaining fiscal integrity through efficient resource utilization.
- Lead human resource activities for the Office of the Public Guardian.
- Identify, assess, and mitigate legal, operational, and reputational risks, by ensuring all office activities adhere to applicable laws and regulations.
- Represent the office in County leadership discussions, public forums, and policy development initiatives, advocating for resources and improvements in conservatorship services.
- Monitor, evaluate, and ensure compliance of contracts with Adult Residential Facilities, locked IMDs, and other residential service providers, ensuring high-quality, legally compliant care for conservatees.
- Act as a liaison with community groups, boards, and state/local agencies to identify and develop service delivery opportunities.
- Enhance community capacity to support individuals with serious mental illness or substance use disorders through collaboration and partnerships.
- Promote a culture of continuous improvement, customer satisfaction, and quality assurance.
- Collaborate with the Behavioral Health Director and Executive Leadership team in planning and implementing department-wide activities.
- Support and advance the Department and County's vision, mission, and values.
- Perform other duties as assigned

*Interested in learning more about
Behavioral Health and Recovery Services?
Scan the QR code or click [here](#).*



MINIMUM QUALIFICATIONS KNOWLEDGE/SKILLS/ABILITIES

- Demonstrated ability to translate organizational vision into actionable strategies.
- Progressive leadership skills, including motivating, coaching, and supporting staff.
- Experience leading cross-system initiatives and managing change in complex environments.
- Strong ability to build partnerships with community organizations, government agencies, and advocacy groups.
- Knowledge of social services, behavioral health, and adult protective services systems.
- Ability to facilitate consumer and family engagement at both policy and service levels.
- Expertise in financial management and budgeting.
- Ability to implement innovative practices to improve service quality and operational efficiency.
- Knowledge of evidence-based practices in case management, guardianship, and client advocacy.
- In-depth understanding of legislation, regulations, and policies impacting conservatorship services.
- Knowledge of principles of public administration, organizational management, and fiscal oversight.
- Experience with data analysis, reporting, and performance measurement.
- Ability to make sound decisions in complex, high-stakes, and sensitive situations
- Ability to analyze financial data, monitor expenditures, and ensure fiscal accountability.
- Strong skills in data-driven decision-making, including program evaluation and performance measurement.
- Experience in quality improvement methodologies to enhance service delivery.
- Comprehensive understanding of California conservatorship laws, regulations, and court procedures
- Excellent written and verbal communication skills, including the ability to present to large groups.
- Strong conflict resolution skills, with the ability to mediate and mentor effectively.
- Ability to prepare clear and compelling reports, narratives, and data presentations.

*Apply today
to join our team &
make a difference in
Stanislaus County*



*Scan the QR code to learn more about
Stanislaus County, or visit
www.stancounty.com*

EDUCATION & EXPERIENCE

- Possession of a bachelor's degree from an accredited college or university in Social Work, Psychology, Public Administration, Public Health, or a closely related field; AND
- Four (4) years of progressively responsible leadership experience in social services, behavioral health, or public administration, performing duties such as systems integration, policy implementation, quality and compliance oversight, stakeholder/community collaboration, and advancing equitable access to care

Proof of education is required for verification purposes at the time of application. Applicants who are unable to submit proof must call (209) 525-7339 or email recruitments@stanbhrs.org to make other arrangements before 5 pm on the final filing date. Failure to submit proof or make other arrangements before the final filing date deadline will result in disqualification.

DESIRABLE QUALIFICATIONS

In addition to the minimum qualifications, we may also focus on the desirable qualifications listed below. Please add any relevant experience to the "Duties" section of the online application and attach a copy of the licensure.

- Master's degree from an accredited college or university in Social Work, Psychology, Counseling, Public Administration, Public Health, or a related field; OR
- Licensure with the California Board of Behavioral Sciences as a Clinical Social Worker, Marriage Family Therapist, or Professional Clinical Counselor



We've got you covered...

Take a peek into our total compensation offerings!



[2025 Insurance Rates for Full-Time Employees](#)



[2025 Benefit Summary](#)



[\\$900 Annual Professional Development](#)



[Up to \\$5,000 in Moving Allowance](#)



Click the underlined text to be directed to the links!

QUICK GUIDE TO APPLYING

APPLICATION PROCESS



1.
Find the
Right Job



2.
Update Your
Application



3.
Submit Your
Application



4.
Wait for
Processing



5.
Receive Notice of
Application Status

APPLICATION BEST PRACTICES

BE COMPLETE

We screen for qualifications based on the information provided on your application, not on your resume. **Please make sure all relevant experience is listed within the body of your application.**

BE DETAILED

Connect your professional experiences to the job's knowledge, skills and abilities. **Share your work history and how it relates to the minimum qualifications of the position.**

UPDATE YOUR APPLICATION

Take the time to review and update your application each time you apply for a new position. **Ensure that your employment dates are correct and that any relevant skills or experiences are listed.**

ATTACH SUPPORTING DOCUMENTS

Attach any required supporting documentation listed in the Minimum Qualifications. **Not submitting that typing certificate or proof of education could be the reason you are disqualified!**

HIGHLIGHT DESIRABLE QUALIFICATIONS

If there are desirable qualifications listed, they may influence the screening process. **Detail how you meet both minimum qualifications and desirable qualifications in the duties section of your application.**

COMMON MISTAKES TO AVOID

WRITING "SEE RESUME"

Relying on your resume instead of completing the application can hurt your chances. **Be sure to fill out all sections and attach proof of education when required, as resumes alone don't provide the details needed to evaluate your qualifications.**

OUTDATED OR MISSING REFERENCES

Submitting old contact information or leaving references blank can delay the reference check process. **Include current, reachable contact information for all references.**

INCLUDING TOO MUCH OR UNRELATED INFO

Adding long paragraphs or unrelated experiences can make your application unclear. **Keep your application clear, concise, and focused on relevant qualifications.**

ASSUMING COMPUTERS SCREEN APPLICATIONS

Believing that a computer or automated system selects qualified candidates is a common misconception. **All applications are reviewed by trained recruitment analysts, so make sure your experience is clearly detailed.**



**STANISLAUS
COUNTY HUMAN
RELATIONS**

Take Your Place.



JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000!**

or 21 additional days of leave time!*

*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE NEW EMPLOYEES TO RECEIVE A BONUS WORTH
\$5,000 - \$10,000 OVER THREE ANNUAL INSTALLMENTS

YOU CHOOSE: One month's worth of

Scan the QR code with a camera
app to watch the Employee Choice
Bonus Plan video!



Cash Payout

Redo that kitchen
or paydown debt.

It's all yours.



Leave Time

Take a little extra time
off and enjoy yourself.

You've earned it.



Deferred Compensation

Reduce some taxable
income and receive it later.

Why not?



**STANISLAUS
COUNTY HUMAN
RELATIONS**

Take Your Place.



clubwellness
myclubwellness.org

Employee Choice Bonus Plan

UNDERSTANDING THE DETAILS



JOIN OUR TEAM BY JUNE 30TH, 2026 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow those hired full-time on or before June 30, 2026, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



Option 1 **BONUS** **CASH PAYMENT**

(Default if employee declines to make a choice)

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



Option 2 **BONUS** **LEAVE TIME**

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



Option 3 **BONUS DEFERRED** **COMPENSATION** **CONTRIBUTION**

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

Eligibility for Employee Choice Bonus Plan



- To receive each payment, you must be hired as a new full-time employee, and be active both on the vesting date and during the pay period in which the payment is issued.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2026, are eligible to receive future payments in accordance with their new hire date.

COMPENSATION & BENEFITS:

\$102,460-\$153,670 Annually

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County employees including:

- Excellent retirement benefits (2% at approximately age 62 formula)
- Medical, dental, vision, and basic term life insurance plans
- County paid Deferred Compensation at 1.5% of base salary
- Accrual of 2-weeks annual vacation upon entering County service
- 32 additional vacation hours annually
- 56 hours administrative/management leave per year (does not carry over)
- 96 hours of sick leave annually
- 12 paid holidays annually
- \$900 annual Professional Development reimbursement
- Car allowance upon Department Head approval
- Moving allowance recruited from out-of-County
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

Details available upon request.

RECRUITMENT INCENTIVES:

Employee Choice Bonus Plan:

Stanislaus County now offers an employee bonus worth up to \$10,000 or 21 additional days of leave time! Visit stanjobs.org for more information.

Career Ladders:

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization— from Accounting to Public Safety to IT.

Learning Institute:

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.



CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Unclassified Service of the County and is considered "at-will" and is designated Management for labor relations purposes.

The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

APPLICATION PROCEDURES/FINAL FILING DATE: Continuous but may close at any time.

Oral Examinations are tentatively scheduled on a continuous basis.

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Resumes will not be accepted in lieu of a completed application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/ Human Resources.