

☒ CalSAWS DD&I☒ C-IV M&O☒ CalWIN M&O☒ LRS M&O

<b>Distribution Date:</b>	September 17, 2021
<b>To:</b>	CalSAWS Primary Point of Contacts and the Public
<b>CIT Name:</b>	<b>Recruitment of CalSAWS Project Staff</b> <b>Closing on Wednesday, October 15, 2021</b>
<b>From:</b>	CalSAWS Project

**PPOCs, please forward to the appropriate impacted staff in your county:**

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| <input checked="" type="checkbox"/> General<br><input type="checkbox"/> Policy<br><input type="checkbox"/> CW<br><input type="checkbox"/> CF<br><input type="checkbox"/> MC<br><input type="checkbox"/> CMSP<br><input type="checkbox"/> FC/KG/AAP<br><input type="checkbox"/> Child Care<br><input type="checkbox"/> WtW<br><input type="checkbox"/> Other Program(s) _____<br><input type="checkbox"/> C4Yourself <input type="checkbox"/> Your Benefits Now!<br><input type="checkbox"/> Customer Correspondence<br><input type="checkbox"/> Other _____ | <input type="checkbox"/> Reports<br><input type="checkbox"/> Fiscal<br><input type="checkbox"/> Caseload Movement<br><input type="checkbox"/> Management<br><input type="checkbox"/> Fiscal<br><input type="checkbox"/> Security<br><input type="checkbox"/> Batch and Interfaces<br><input type="checkbox"/> Imaging<br><input type="checkbox"/> Migration<br><input type="checkbox"/> Conversion<br><input type="checkbox"/> Technical<br><input type="checkbox"/> Training<br><input type="checkbox"/> Help Desk |
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<b>Description:</b> (Including any step-by-step instructions)	<b>Background</b>  Pursuant to federal direction from the Centers for Medicare and Medicaid Services (CMS) and Food and Nutrition Services (FNS) to migrate and consolidate the three (3) automated welfare systems to a unified statewide system by 2023, the California Statewide Automated Welfare System (CalSAWS) Consortium must recruit staff resources for the CalSAWS project team.  In June 2019, the fifty-eight (58) counties of California State formed the CalSAWS Consortium as a Joint Powers Authority (JPA) to represent the interests of all 58 counties and govern the CalSAWS portfolio, including financial, contracting, resourcing and strategic direction of CalSAWS projects.  <b>Purpose</b>  The CalSAWS project team has both long-term and limited-term positions to support the CalSAWS projects and continues to recruit for these positions as needed. SAWS (CalWIN, C-IV and LRS) experience is highly desirable.  The project is currently recruiting for long-term positions as defined below:
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1. Long-term positions are positions that will begin in CalSAWS Design, Development and Implementation (DD&I) and continue into the CalSAWS Maintenance and Operations (M&O) beyond 2023.
2. Limited-term positions are positions that may work on CalSAWS DD&I or CalWIN M&O. These positions have various end dates noted in the individual job descriptions and do not continue beyond 2023.

- These positions are used for migration activities or backfilling long-term project staff who are working migration assignments and will return to their long-term position at the end of their migration related position.
- The anticipated start and end dates for limited-term positions will be discussed as part of the interview process.

### Open Positions

This recruitment is for the following open position, grouped by respective section(s) of the CalSAWS project organization. Please note any indicators for long-term and limited-term positions, as well as timeframes for limited-term positions. Start dates for all positions are variable.

Application Development and Test Section:

- Business Analyst (Long-Term and Limited-Term)

Customer Engagement Section:

- Implementation Coordinator (Limited-Term)

Technical Operations Section:

- Security Analyst (Limited-Term)
- System Administrators (Long-Term)

Common Services Section (Procurement):

- Procurement Analyst (Limited-Term)

The candidate's employer will determine the employee's salary and benefits.

### How to Apply

CalSAWS will accept completed Request for Consideration forms from all candidates through October 15, 2021. SAWS experience is highly desirable. All submissions will be reviewed, with interviews scheduled for the most qualified candidates.

**County Candidates:** County employee candidates should discuss possible staffing options with their county management. Counties will determine whether they can support staff applying for positions, including county position and pay range. The consortium can help provide additional information as needed.

Please complete the Request for Consideration, including management's signature, scan and send the completed document to [Careers@CalSAWS.org](mailto:Careers@CalSAWS.org).

**Public Candidates:** For public candidates (or candidates whose county is not able to support a staff member on the project), the CalSAWS Consortium contracts with Regional Government Services (RGS) to provide staff for the Consortium.

Please complete and email your Request for Consideration to [Careers@CalSAWS.org](mailto:Careers@CalSAWS.org). Resumes are also accepted, but not in lieu of the Request for Consideration.

	This recruitment closes Friday, October 15, 2021.
<b>Primary Project Contact:</b> (Name, phone number, email address)	Jennifer Smith 916-851-3216 <a href="mailto:SmithJA@CalSAWS.org">SmithJA@CalSAWS.org</a>
<b>Backup Project Contact:</b> (Name, phone number, email address)	Holly Murphy 916-549-5696 <a href="mailto:MurphyH@CalSAWS.org">MurphyH@CalSAWS.org</a>
<b>Attachments:</b>	Request for Consideration Form Public/County Position Descriptions
<b>Web Portal Link:</b>	<div style="background-color: black; width: 80px; height: 20px; margin-bottom: 10px;"></div> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> <li>1. Click on the 3<sup>rd</sup> tab at the top of the page titled "CRFIs &amp; CITs"</li> <li>2. Click on the "CalSAWS Information Transmittals (CIT)" folder</li> <li>3. Click on the "2021" folder</li> <li>4. Click on the appropriate CIT # folder</li> </ol>

# **Frequently Asked Questions**

## **1. Who may apply for these positions?**

This recruitment is open to California counties' staff and the public, preferably with SAWS experience.

This recruitment contains both limited-term and long-term positions. Candidates should review the open job descriptions for further information regarding the type of assignment, salary range, etc.

## **2. What's the difference between limited-term and long-term positions?**

- a. Long-term positions continue into the CalSAWS Maintenance & Operations (M&O) period. They are the only positions that move forward.
- b. Limited-term positions will assist with migration, or back-filling M & O positions, when limited-term vacancies become available during the migration effort. The expected end date will be discussed with each candidate. These positions do not roll over into CalSAWS M&O.

## **3. What if I currently work for a county, or as a member of the CalSAWS or CalWIN Project, and wish to remain with my current employer if I am selected?**

Internal project or external county candidates are welcome to remain with their current employer, provided that the county or entity will support them working at the CalSAWS project(s). Candidates should discuss personnel options with their current employer, including potential salary. Each employer determines the appropriate employee classification, salary, and benefit package. CalSAWS can provide additional information to the counties to assist with this discussion.

## **4. What if I don't work for a SAWS project, a county, or my county is not able to support me on the Project should I be selected?**

We certainly appreciate when counties can support their staff in these projects, but we also understand that it's not always possible for counties to provide staff to the Project.

The CalSAWS Consortium contracts with Regional Government Services (RGS) to provide the personnel administration for some current CalSAWS Project staff. This option will continue to be available for this recruitment.

Note: For CalWIN consortium staff who are currently employed through CSAC, remaining with CSAC is an option. CSAC will not be adding additional positions and new employees would be employed through RGS.

## **5. Tell me more about the RGS option.**

Regional Government Services (RGS) is a Joint Powers Authority that provides human resources and personnel administration for public agencies and municipalities. RGS has been a good partner to the CalSAWS Consortium who has contracted with RGS since 2009 and is expecting to continue utilizing this resource for CalSAWS Design, Development and Implementation (DD&I) and CalSAWS Maintenance and Operations (M&O). Payroll and benefits with RGS are comparable to working for a county; however, there is no reciprocity for years of service as there is between most counties with respect to retirement. RGS offers comparable pay and benefit packages for employees, which includes an employer retirement contribution and 401k offerings.

**6. What about travel since this is a statewide project?**

All positions may be subject to some short-term travel in order to conduct project business with the state and counties. The CalSAWS project includes 3 locations – Norwalk, Rancho Cordova, and Roseville (CalWIN office).

There are short-term travel funds available for project staff who travel out to the counties or other project sites, as required. Staff will follow their employers' short-term travel policy to cover travel expenses. CalSAWS can provide additional information, as needed.

Currently, all project staff are working remotely, and this is likely to continue, in some form, into the future subject to employer guidelines.

**7. If I work for LA County, how do CalSAWS positions align with LA County positions?**

<b>CalSAWS Working Job Title</b>	<b>LA County Classification(s)</b>	<b>CalSAWS Organizational Chart Area</b>
Business Analyst	SISA, ISA II	Application Development & Test
Implementation Coordinator	SISA	Customer Engagement
Security Analyst	SISA, PNSA	Technical Operations
System Administrator	ISA II, NSA II	Technical Operations
Procurement Analyst	PISA	Common Services (Procurement)