


☒ CalSAWS M&E☐ CalWIN Migration

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| <b>Distribution Date:</b> | March 25, 2024   |
| <b>To:</b>                | CalSAWS Primary Point of Contacts and the Public                       |
| <b>CIT Name:</b>          | <b>Recruitment for CalSAWS Project Staff Closing on April 19, 2024</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"/> MyBCW<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><br>(Including any step-by-step instructions) | <p><b>Background</b></p> <p>In June 2019, the fifty-eight (58) counties of California State formed the California Statewide Automated Welfare System (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.</p> <p>As of October 2023, all counties have been migrated to a unified statewide system and are now in 58-county maintenance and operations. The Consortium must recruit staff resources to support various initiatives planned for the CalSAWS project.</p> <p><b>Additional Information</b></p> <p>The CalSAWS project team has long-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.</p> <p>The project is currently recruiting for long-term and short-term positions as defined below:</p> <ol style="list-style-type: none"> <li>1. Long-term positions are positions that continue with no prescribed end date.</li> <li>2. Limited-term positions are positions that have an anticipated end date.             <ul style="list-style-type: none"> <li>• These positions are used for transition activities or backfilling long-term project staff who are working transition assignments and will return to their long-term position at the end of their limited-term assignment.</li> </ul> </li> </ol> |
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|  | <ul style="list-style-type: none"> <li>The anticipated start and end dates for limited-term positions will be discussed as part of the interview process.</li> </ul> <p>The project is currently recruiting for long-term and limited-term positions that is expected to begin in approximately May 2024.</p> <p><b>Open Positions</b><br/>This recruitment is for the following open positions:</p> <ul style="list-style-type: none"> <li>Business Analyst (Limited Term)</li> <li>Security Analyst (Long-Term)</li> <li>Policy Design Manager (Long-Term)</li> </ul> <p>The candidate's employer will determine the employee's salary and benefits.</p> <p><b>How to Apply</b><br/>CalSAWS will accept completed Request for Consideration forms from all candidates through <b>April 19, 2024</b>. SAWS experience is highly desirable. All submissions will be reviewed, with interviews scheduled for the most qualified candidates.</p> <p><b>County Candidates:</b> 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.</p> <p>Please complete the Request for Consideration, including management's signature, scan and send the completed document, along with a resume, to <a href="mailto:Careers@CalSAWS.org">Careers@CalSAWS.org</a>.</p> <p><b>Public Candidates:</b> 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.</p> <p>Please complete and email your Request for Consideration to <a href="mailto:Careers@CalSAWS.org">Careers@CalSAWS.org</a> along with a resume.</p> <p>This recruitment closes <b>April 19, 2024</b>.</p> <p><b>County Action</b><br/>Please post or distribute these materials within your county</p> |
| <b>Primary Project Contact:</b><br>(Name, phone number, email address) | Jennifer Smith<br><a href="mailto:SmithJA@CalSAWS.org">SmithJA@CalSAWS.org</a>  |
| <b>Backup Project Contact:</b><br>(Name, phone number, email address)  | Holly Murphy<br>916-549-5696<br><a href="mailto:MurphyH@CalSAWS.org">MurphyH@CalSAWS.org</a>  |
| <b>Attachments:</b>  | Request for Consideration Form<br>Position Descriptions   |
| <b>Web Portal Link:</b>  | <br>OR   |

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|  | <p>You may also retrieve the CIT document and attachments by following these steps:</p> |
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|  | <ol style="list-style-type: none"><li>1. Click on the CRFIs &amp; CITs link at the top of the page.</li><li>2. Click on the "CalSAWS Information Transmittal (CIT)" folder.</li><li>3. Click on the "2024" folder.</li><li>4. Click on the appropriate CIT # folder.</li></ol> |
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# **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. Candidates should review the open job descriptions for further information regarding the type of assignment, salary range, etc.

## **2. What if I currently work for a county, or as a member of the CalSAWS 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.

## **3. 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.

## **4. 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.

## **5. 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. Positions assigned to the Customer Engagement team are expected to travel to counties throughout the State on a frequent basis. The CalSAWS project includes 3 locations Norwalk, Rancho Cordova, and Roseville.

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.