



NOW HIRING

This position will close November 8, 2017

MANAGEMENT ANALYST/POLICY ANALYST PERFORMANCE-BASED CONTRACTING

EXEMPT RECRUITMENT

This is a time-limited position that is not expected to last longer than June 30, 2018.

Special note: In accordance with WAC 357-19-195, employees who left classified service to accept exempt employment have the right to return to the highest class of position in which the employee previously held permanent status, or to a position of similar nature and salary, provided the employee was not terminated from an exempt position for gross misconduct or malfeasance.

SALARY AND BENEFITS

Depending on qualifications, Range 61, \$56,844 - \$74,604 annually, plus a competitive [benefits package](#) that includes paid vacation and sick leave; health, life, and disability insurance; retirement options; flexible work schedules; training opportunities; and leave for military service.

PROCESS

The top candidates will be contacted directly to interview for this position. Because the selection will be based on information you provide, it is in your best interest to identify the knowledge, skills and abilities that address the mandatory and desirable qualifications described below.

Interested applicants should submit the following:

1. A letter of interest describing specific qualifications.
2. A current resume detailing applicable experience, education, and current salary.
3. A list of at least three professional references with current telephone numbers.
4. Personal Data sheet:
<http://ofm.wa.gov/jobs/SupplementalProfileData.doc>
5. Complete Supplemental Questions.



Please send completed application packets by mail, fax, or email to:

Department of Children, Youth
and Families
Employee Services
PO Box 43113
Olympia, WA 98504-3113
Fax: 360-586-0051
Email: ofmhr@ofm.wa.gov

POSITION DESCRIPTION AND DUTIES

By July 1, 2018, the Department of Children, Youth and Families (DCYF) must accomplish intensive planning to establish a new combined agency. DCYF's mission is to ensure that Washington state's children and youth grow up safe and healthy – thriving physically, emotionally, and academically, nurtured by family and community. This position will contribute to the intensive DCYF planning work by producing multiple complex work products in a compressed period of time, as a member of the Office of Innovation, Alignment, and Accountability team. This position will interface with executive management including the DCYF Secretary, Department of Social & Health Services (DSHS) Assistant Secretaries, and Department of Early Learning (DEL) Director, as well as the leadership teams and policy subject matter experts from the three agencies of origin.

The primary role of this position is to support the development of a framework for performance-based contracting in the new agency. This position functions at an expert level, collaborating with state agency partners including contracting officers and legal staff, as well as external partners.

Major responsibilities include:

Facilitating collaboration and meeting with state agency and external partners to develop a framework for performance-based contracting in the new agency. State agency partners include contracting and legal specialists within the three contributing agencies – DEL, Children's Administration (CA), and Juvenile Rehabilitation (JR) – as well as the Attorney General's office. Gathering information from meetings through listening and synthesizing for application to DCYF performance-based contracting framework and approach.

Gaining access to existing state agency performance-based contracts, reviewing and summarizing landscape of existing client services contracts across the three contributing agencies (DEL, CA, and JR) and mechanisms for accountability. Incorporating learning from each agency's current and past experience with performance-based contracting. Summarizing and communicating information in meaningful ways to support discussion and planning. Conducting review of literature on performance-based contracting used by similar agencies in other states. Preparing and presenting products and written reports, including presentations to the DCYF Mission Team, DCYF Secretary, DSHS Assistant Secretaries, and DEL Director, as well the leadership teams from the three agencies of origin.

QUALIFICATIONS AND CORE COMPETENCIES

Required Education, Experience, and Competencies

- Master's degree in public administration, social work, public health, health administration or related field
- At least one year's experience developing or managing contracts with accountability mechanisms
- Two years' experience related to business systems development
- Ability to move quickly to productive, high-level functioning in a dynamic environment

Preferred/Desired Education, Experience, and Competencies

- At least two years' experience developing or managing contracts with accountability mechanisms
- Four years' experience related to business systems development

SUPPLEMENTAL QUESTIONS

1. Briefly describe the professional experience in your background that you think is most relevant to this position.
2. Briefly describe the strengths in terms of skills and abilities you believe will allow you to be successful in this position.
3. Given the compressed timeline for this work, what supports do you believe you will need to be successful in this position?

The Department of Children, Youth and Families is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, and ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam-era veterans are encouraged to apply. Persons needing accommodation in the application process, or who wish to receive this job announcement in an alternative format, may call 360-725-0158 or the Telecommunications Device for the Deaf: 711 Relay.