



State of New Jersey

Department of Human Services

Philip Murphy
Governor
Sheila Y. Oliver
Lt. Governor
Carole Johnson
Commissioner

The New Jersey Department of Human Services invites you to apply for the following position:

JOB POSTING NUMBER	413-20	ISSUE DATE	12-21-2020	CLOSING DATE	1-18-2021
TITLE	Government Representative 2 (Functional Title: Policy Manager)	RANGE	X 98		
LOCATION	Division of Medical Assistance & Health Services Office of Medicaid Innovation and Business Intelligence 7 Quakerbridge Plaza Hamilton, NJ 08619	SALARY	Commensurate with education and experience		
		OPEN TO	Public		
DEFINITION	<p>Under direction of the Chief Innovation Officer and Medicaid Director, identifies, researches, and recommends policy actions to pursue in Medicaid/NJ FamilyCare programs based on national trends, best practices, issues, and needs identified from the stakeholder community and works in collaboration with the Policy Implementation Office to operationalize priority policy projects. Manages and coordinates staff focused on the development and maintenance of Medicaid section 1115 demonstration programs; oversees the submission of Division of Medical Assistance and Health Services (DMAHS) waiver applications to the federal government in response to the COVID health emergency; handles the transition of waiver authorities as the federal government implements rules, regulations, policy and/or further guidance as the current health emergency progresses; assists with development of new Medicaid eligibility groups arising from the COVID emergency; and ensures compliance with various federal reporting requirements. Tracks legislation, provides comment on pending legislation, and supports the implementation of enacted legislation. Maintains relationships with federal, state, and local stakeholders, policy organizations, and health care organizations. Does other related work as required.</p> <p>The ideal applicant for this position will have policy experience within a government agency and/or with health care payment policy; strong written and verbal communication skills; the ability to effectively manage staff and projects; strong project management and implementation skills; and the ability to interpret legislation, regulations, the Medicaid state plan, demonstration approvals, and related documents.</p>				
REQUIREMENTS					
EDUCATION	Graduation from an accredited college or university with a Bachelor's degree. A graduate degree (MPA, MPH, JD, etc.) is preferred.				
EXPERIENCE	Five (5) years of experience in public administration, health care administration, or a related field, including three (3) years conducting policy research; analyzing and evaluating policies, rules, regulations, and/or legislation; or formulating and implementing policy within a government, social services, healthcare, consulting, or other similar organization. This is a minimum experience requirement; applicants with greater experience are also encouraged to apply.				
NOTE	N/A				
NOTE FOR FOREIGN DEGREES	Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.				
LICENSE	Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.				
IMPORTANT NOTICE					
RESIDENCY	Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.				
NOTE	Applicable special re-employment list established as a result of a layoff will be used before any promotions are made.				
DRUG SCREENING	If you are a candidate for a position that involves direct client care in one of the Department of Human Services' hospitals or developmental centers, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your expense. Candidates with a positive drug test result or those who refuse to be tested and/or cooperate with the testing requirement will not be hired. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.				
FILING INSTRUCTIONS					
Forward a cover letter and resume electronically to: MAHS.HR-Resumes@dhs.nj.gov					
You must include the Job Posting # in the subject line of your email.					

New Jersey Department of Human Services is an Equal Opportunity Employer