

Director of Benefits

Start Date: Winter 2024

Job Type: Full-time

Location: California (Multiple locations including remote)

Who We Are

Child Care Providers United (CCPU) brings together more than 40,000 family child care providers across California and is a partnership of SEIU Local 99, SEIU Local 521, and UDW/AFSCME Local 3930. The CCPU Benefit Funds delivers exceptional integrated training, health reimbursement and retirement benefits to California child care providers. CCPU brings together thousands of child care providers across California who fought for twenty years to win bargaining rights to improve the child care profession and ensure every child has access to quality early learning. Through collective bargaining, providers in California have won health, retirement, and training benefits. CCPU serves the growing population of child care providers throughout the state, in all needed languages, ensuring they have access to the benefits needed to stay in the field long-term as well as attract new providers to the industry to serve California's families.

The Opportunity

The Director of Benefits develops the strategy and ensures delivery and continuous improvement of health, training and retirement benefits to child care providers represented by the union. The Director of Benefits coordinates benefit enrollment, governance, administration, and planning/development in conjunction with the Boards of Trustees and is executed by vendors. This position interacts with trustees that consists of union members, union leaders, and staff; union staff and member leaders; and a variety of vendors and stakeholders working in partnership to expand utilization of these benefits. This leader will help advance child care jobs as good jobs and work to maintain and grow the family child care workforce to serve California's families.

As the Director of Benefits you will:

- Develop and implement a programmatic work plan to engage, educate and enroll providers in union-negotiated and provided benefits, to maximize utilization of these important benefits and maintain compliance with state and federal laws, as well as collective bargaining agreements.
- Establish and drive processes for continuous evaluation and improvement of the participants' experience and benefits that meet providers' needs.
- Use data to achieve operational excellence through quality improvement cycles including goal markers and visuals.
- Prepare and manage a complex budget with support from finance staff. Track spending, reporting, and other metrics.
- Coordinate internal and external communications including outreach strategies to eligible child care providers. Responsible for promoting a positive image of the plans on behalf of the Fund and Boards of Trustees.

- Foster a healthy organizational culture that leads with a focus on equity and inclusion, both in terms of delivery of benefits to participants and internal operations
- Oversees all administrative functions of the health, training, and retirement benefits.
- Participates actively with the Board of Trustees in planning and implementing short- and long-term goals and objectives for the Funds. Attends Board of Trustees meetings, as directed.
- Monitors, coordinates, and assists outside advisors (i.e., attorneys, actuaries, consultants, auditors and investment advisors).
- Directs day-to-day activities of contractors and employees of the Trusts/Funds.

What You'll Bring:

- A commitment to advancing the voice and improving conditions of California's family child care providers
- 7+ years of leadership in nonprofit, union, government, community organizing organizations
- General understanding of union organizing, collective bargaining, and the value of workers organizing together
- Familiarity and knowledge of health insurance administration, health and welfare benefits, and/or retirement options; programs such as Medicare, Medicaid, and the Affordable Care Act; and child care industry and workforce and benefit plan administration (preferred)
- Strong track record of complex project development and implementation, especially in the areas of program outreach, enrollment and optimizing participation
- Exceptional people leadership skills with strong track record of direct report experience
- Strong ability to collaborate and build relationships with stakeholders including CCPU and local union leaders, staff, providers, and vendors
- Demonstrated commitment to organizational equity and inclusion. Experience leading services with a diverse (cultural, racial, ethnic, class, linguistic) customer base
- Experience with fiscal management at complex and multi-faceted level
- Bachelor's Degree

To Apply

Please submit a resume and letter of interest, including your experience working with traditionally underrepresented groups, highlighting instances where you successfully developed and led implementation of outreach and engagement programs for those groups.

Application materials should be sent to jobs@ccpuca.org with the Director of Benefits in the subject line.

Compensation

CCPU offers competitive wages and industry leading health, vision, dental, and retirement benefits. The salary band for this role is \$175,000-\$190,000 and is commensurate with experience and qualifications. Final salary may be adjusted based on experience and qualifications.

CCPU is an Equal Opportunity Employer. Our team members are also responsible for conduct consistent with our EEO standards and are expected to demonstrate respect for all coworkers and participants. We also recognize the desirability of increasing employment opportunities for people of color, women, LGBTQIA+, people that are bilingual or multilingual, and people with disabilities.