

**DIRECTOR OF INSURANCE** - Jefferson County is seeking a professional to manage the operations of the Insurance Department.

**Position Overview:**

The Director of Insurance is responsible for the day-to-day functioning of the Insurance office and delivery of Insurance services to all County employees and retirees; supervising the Self-Insured General Liability, Workers' Compensation, Group Health Benefits and Unemployment Insurance within the confines of general policies established by the Board of Legislators. Supports all County initiatives around health, wellness, and workers' compensation claims. Collaborates with other department heads to ensure policy and procedures are followed; supervises and manages all Insurance office paraprofessional and clerical staff.

**Qualifications:**

Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in business, accounting or a closely related field and four (4) years of professional experience in the insurance industry, of which at least two (2) years were in an administrative or supervisory capacity.

Salary: \$74,057- \$90,509/yr., plus extensive fringe benefits including health, vision and dental insurance, Deferred Compensation, flex spending, NYS retirement and Tuition Reimbursement.

This position is a 35 hour a week position with a part time hybrid option.

Send letter of application and resume to: Jefferson County Department of Human Resources 175 Arsenal Street Watertown, NY 13601, or apply online at <https://jefferson-portal.mycivilservice.com/>, EOE.

Applications will be accepted until the position is filled.