



CHIEF COMPLIANCE OFFICER

\$149,739.00 - \$232,095.00 Annually

OCERS is looking for an experienced and motivated Chief Compliance Officer who is interested in creating and staffing a compliance office and designing and implementing a comprehensive agency-wide compliance program.

OCERS offers a competitive benefits package, a defined benefit pension plan which has reciprocity with the Public Employees Retirement System (PERS), and a deferred compensation 457 plan. OCERS offers up to an annual \$10,000 Educational and Professional Reimbursement, a \$3,500 taxable optional benefit plan, annual leave, and a flexible/hybrid work schedule.

DESCRIPTION

The Orange County Employees Retirement System (OCERS) invites you to join our growing Legal TEAM! We are now accepting on-line applications to fill the newly created position of Chief Compliance Officer.

WHO WE ARE

Established in 1945, the Orange County Employees Retirement System (OCERS) provides retirement, death, disability and cost-of-living benefits to retirees of the County of Orange and certain County districts. Serving approximately 48,000 members, OCERS is governed by a ten-member Board of Retirement that is responsible for managing a \$21 billion dollar fund. For more information about OCERS, please click [here](#).

Mission

OCERS mission is to provide secure retirement and disability benefits with the highest standards of excellence.

Vision

OCERS vision is to be a trusted partner providing premier pension administration, distinguished by consistent, quality member experiences and prudent financial stewardship.

Values

- Open and Transparent
- Commitment to Superior Service
- Engaged and Dedicated Workforce
- Reliable and Accurate
- Secure and Sustainable

THE OPPORTUNITY

Under the general direction of the General Counsel, the Chief Compliance Officer (CCO) will provide leadership in the formulation, development, and implementation of a comprehensive, proactive, and risk-aware enterprise compliance program. The CCO will oversee OCERS' compliance effectiveness in relation to legislative and regulatory requirements and industry guidelines. As a key member of the OCERS executive team, the CCO will collaborate with OCERS executives, senior leaders, and program areas to promote a risk-intelligent environment with policies, guidelines, and processes that promote compliance effectiveness and a positive control culture. The CCO will function as an independent and objective body that reviews, develops, and evaluates compliance issues and concerns within the investment, pension, finance, administrative, and operational support programs.

The CCO will be responsible for continuously improving the organization's awareness and capabilities in establishing a comprehensive compliance monitoring and oversight program with documented policies and procedures. The CCO will also be responsible for creating and maintaining a risk-intelligent culture at OCERS. This position is critical to OCERS' strategic direction to cultivate a high-performing, risk-intelligent, and innovative organization and to actively manage business risks with an enterprise-wide view.

This is a single incumbent classification distinguished by its responsibility for serving as a technical advisor to the OCERS Board of Retirement and the OCERS senior leadership team on matters related to OCERS' investment, operational, and fiscal compliance; risk assessment; development/testing of internal controls; and implementation of compliance policies and procedures. The CCO will receive administrative direction from the General Counsel and may exercise direct supervision over assigned professional and support staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Key performance attributes of the Chief Compliance Officer include, but are not limited to the following:

- Plan, manage, and oversee the daily functions, operations, and activities of OCERS' compliance function; areas of responsibility include organizational risk assessments, designing internal compliance plans and controls, and conducting compliance testing
- Work with the senior leadership team and the Board of Retirement to set compliance direction; develop strategies, policies, and action plans; review compliance developments and assess compliance risks
- Participate in the development and implementation of compliance goals, objectives, policies, and priorities; recommend, within OCERS policy, appropriate staffing and service levels; recommend and administer policies and procedures
- Participate in the selection of assigned personnel; motivate, evaluate, and provide or coordinate training to assigned personnel; work with employees on performance issues; implement discipline and termination procedures
- Set the control structure for OCERS in accordance with the General Counsel's interpretation of legal standards; advise the senior leadership team and the Retirement Board on functional requirements and assess the impact on operations; conduct an inventory of assets needed to fulfill requirements
- Perform organizational risk assessments to identify compliance issues; upon completion of impact assessment, codifies the workflow procedure; advise management on workflow processes and standards; advise and train managers and staff on matters of OCERS policy
- Develop and implement compliance system structure, such as designing annual compliance plans and internal controls; monitor pension payments and develop processes to minimize errors
Ensure that compliance issues and concerns within the organization are appropriately evaluated, investigated, and resolved
- Respond to alleged violations of rules, regulations, policies, procedures, and standards of ethics and conduct by evaluating and, if necessary, recommending the initiation of investigative procedures AND develop and oversee a uniformed system for the handling of such violations
- Assist the OCERS Internal Audit team in its design of audit standards and tests and audits of OCERS internal operations and of OCERS participating employers
- In consultation with the General Counsel, advises the Board of Retirement, senior leadership, and staff regarding the application of statutes and regulations relevant to OCERS' activities
- Develop and maintain a system to identify, prepare, produce, and deliver documents required to comply with the County Employees Retirement Law of 1937 (CERL), the California Public Employees' Pension Reform Act of 2013 (PEPRA), the Internal Revenue Code and employer contracts
- Analyze the impact of changes in legislative or regulatory requirements; establishes and monitor procedures to implement necessary changes for OCERS
- Perform related duties as required

MINIMUM QUALIFICATIONS

Minimum qualifications required for entry into the classification

Education and/or Experience

Graduation from a four-year college or university with major coursework in Business Administration, Finance, or a closely related field.

AND

Four (4) years of increasingly responsible experience in designing and developing compliance programs, and systems in a large fiscal operating environment.

BENEFITS

OCERS offers a competitive benefits package that includes a choice of several health plans, annual leave, and paid holidays. Additionally, OCERS has a defined benefit pension plan which has reciprocity with the Public Employees Retirement System (PERS) and a deferred compensation 457 plan. OCERS offers up to an annual \$10,000 Educational and Professional Reimbursement, a \$3,500 taxable optional benefit plan, and a flexible/hybrid work schedule.

For additional information and details about the OCERS pension and benefits offered, please click [here](#).

ADDITIONAL INFORMATION**HOW TO APPLY**

Only on-line applications will be accepted. Interested candidates are encouraged to apply immediately by clicking on the following link [visiting https://www.governmentjobs.com/careers/oc/jobs/4040693/chief-compliance-officer?department\[0\]=OCERS&sort=PositionTitle%7CAscending&pagetype=jobOpportunitiesJobs](https://www.governmentjobs.com/careers/oc/jobs/4040693/chief-compliance-officer?department[0]=OCERS&sort=PositionTitle%7CAscending&pagetype=jobOpportunitiesJobs)

For specific information pertaining to this recruitment, please contact Felicia Durrah at (714) 569-4810 or email fdurrah@ocers.org.