

State Office of Risk Management

Job Announcement

State Office of Risk Management

POSTING NUMBER: 26-0355

JOB TITLE: Deputy Director

MONTHLY SALARY: \$12,500

POSTING DATE: 02/27/2026

LOCATION: 300 WEST 15TH STREET, 6TH FLOOR, AUSTIN 78714

WORKING TITLE: Chief, Workers' Compensation and Risk Programs
DEPENDING ON QUALIFICATIONS

DURATION: UNTIL FILLED

GENERAL DESCRIPTION

The State Office of Risk Management serves Texas by partnering with state agencies to protect their employees, programs, and operations. Through a strong commitment to customer service, we administer workers' compensation, insurance, and risk management programs to manage risk efficiently and responsibly.

The Chief of Strategic Programs directs and oversees the workers' compensation, insurance, and risk management programs. Serves as a member of the agency's executive leadership team and advises the Executive Director on strategic planning, policy development, program performance, and organizational initiatives.

This position evaluates agency programs, conducts performance measurements, oversees budget development, and leads the implementation of strategic initiatives. Reviews and analyzes statutes, rules, legislative materials, and industry trends to develop recommendations that improve agency operations and outcomes. Plans, assigns, and supervises the work of staff while exercising extensive independent judgment and discretion.

Level of Complexity of State Classification: Highly Advanced Managerial

Level of Supervision of State Classification: Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

ESSENTIAL JOB FUNCTIONS

- Directs, plans, and oversees all activities of the Strategic Programs Division.
- Serve as a strategic advisor to the Executive Director.
- Develop and implement evaluation methods to assess program effectiveness.
- Oversee policy development and ensure alignment with agency objectives and regulatory requirements.
- Analyze legislative, regulatory, and industry changes and recommend strategic improvements.
- Plan, assign, and supervise the work of division staff.
- Review, approve, and manage division budgets.
- Performs related work as assigned
- Maintains relevant knowledge necessary to perform essential job functions
- Attends work regularly in compliance with agreed-upon work schedule
- Ensures security and confidentiality of sensitive and/or protected information
- Complies with all agency policies and procedures, including those pertaining to ethics and integrity

MINIMUM QUALIFICATIONS

Education: Graduation from high school or equivalent

Experience: Five years of supervisory or management experience

Advanced knowledge of the Texas Workers' Compensation Act, provider networks, and related regulations.

Skill in handling multiple tasks, prioritizing, and meeting deadlines

Strong analytical, communication, judgment, and decision-making skills

Ability to receive and respond positively to constructive feedback and to work cooperatively with others in a professional environment.

Ability to arrange for personal transportation for business-related travel

Ability to work more than 40 hours as needed and in compliance with the FLSA

Ability to lift and relocate 30 lbs.

Ability to travel (including overnight travel) up to 10%

PREFERRED QUALIFICATIONS

Bachelor's degree from an accredited four-year college or university with a major in public administration, risk management, or a closely related field

Five years of experience with workers' compensation claims administration or risk management experience

Experience with Insurance, Contract, Ethics, Compliance, Audit, Policy, and/or other related fields

Experience working for a Texas state agency

Experience in medical cost containment

Experience with state budgeting

Certifications: Insurance, Risk Management, or other related professional certification (s)

TO APPLY

All applications for employment with the State Office of Risk Management must be submitted electronically through www.WorkInTexas.com. A State of Texas application in WorkInTexas (WIT) must be completed to be considered **OR** Submit a State of Texas Application for Employment to: Attn:

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Andrew Velasquez, State Office of Risk Management, P.O. Box 13777, Austin, TX 78711-3777. Military Crosswalk information can be accessed at http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_Insurance.pdf

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