

Hawaii Employees' Retirement System

Deputy Executive Director

The Employees' Retirement System ("ERS") of the State of Hawaii is recruiting for its **Deputy Executive Director**. The ERS is a \$26+ billion dollar public pension fund that administers the retirement benefits program for State and County government employees in the State of Hawaii, i.e. all State Executive Branches, the University of Hawaii, the Department of Education, Hawaii Judiciary, the Hawaii Health Systems Corporation, City and County of Honolulu, as well as the Counties of Hawaii, Kauai and Maui (which includes the islands of Molokai and Lanai). The ERS is administratively attached to the State Department of Budget and Finance ("B&F") and is governed under the policy and executive direction of its Board of Trustees.

The **Deputy Executive Director** serves as the chief operations officer and the secondary leader of the ERS to the Executive Director ("ED"). The **Deputy Executive Director** oversees all operations and administrative (non-investment) functions. The Deputy Executive Director provides leadership to four distinct operating units within the ERS, including: 1) Retirement Benefits Branch (RBB): planning, organizing, coordinating, and directing activities relating to processing of claims for retirement, disability, and death benefits; providing preretirement counseling services; 2) Accounting Branch (AB): accounting of retirement and investment funds, budget and financial management, and related fiscal requirements of the ERS; developing and maintaining appropriate internal controls; 3) Information Systems Branch (IS): providing technology support and maintenance of computer systems for programs and members; 4) Staff Support Services (SSS): managing customer contact activities, document and records management of the ERS.

The **Deputy Executive Director** is one of the primary c-suite executives of the ERS along with the Executive Director and the Chief Investment Officer. Selection to this position requires approval of the ERS Board of Trustees.

For more information about the ERS, visit www.ers.ehawaii.gov.

This is not a civil service position. To apply for the Deputy Executive Director position, interested candidates may e-mail their resume and cover letter outlining their interest and relevant experience to lori.kim@hawaii.gov.

Salary range: \$200,000 to \$250,000 / annually, based on experience and credentials.