

Our client, the **Delaware Public Employees' Retirement System (DPERS)** is seeking a **Pension Administrator**. **DPERS** is a component unit of the State of Delaware administered by Office of Pensions of the State's Office of Management & Budget. As such, the **Pension Administrator** is accountable to the Director of the Office of Management & Budget (OMB) and to an independent Board of Pension Trustees. The former provides administrative support to the **System** and holds an ex-officio seat on the Board of Pension Trustees. The System serves approximately 42,000 active participants and 31,000 retirees. **DPERS** and the Office of Pensions have management and oversight responsibility for nine plans and four commingled investment funds with over \$10 billion in assets under management.

Qualifications Sought:

- Bachelor's degree in business or related field from an accredited college or university.
- Extensive knowledge (ideally five or more years) in a senior leadership capacity with a public pension fund, government agency, insurance, benefits administration or other complex financial services organization with accountability for customer service, benefits administration, funding, regulatory compliance, technology integration and actuarial sciences.
- Previous positive experience working closely with a Board of Trustees and external stakeholders, to include legislative bodies, members, employers, the media and the general public, will distinguish the most attractive candidates
- Knowledge of the legal and regulatory requirements of administering a public retirement and healthcare benefits organization.
- Solid working knowledge of institutional investing and familiarity with portfolio theory preferred.
- Working knowledge of actuarial concepts and their impact on defined benefit plan funding levels.
- Solid understanding of contracting processes and contract administration.
- Experience managing a significant operating budget and staff complement.
- Strong understanding of the principles and theory of public administration including general administration, human resource management, and fiscal management.
- Demonstrated success in serving as the public "face" to legislators, members, employers, the media and general public is highly desirable.
- The ability to travel to meet with groups across Delaware and to participate in national industry conferences and events

To LEARN MORE about the **Responsibilities and Qualifications** please view the detailed **Position Specifications** below:

https://eflassociates.cbiz.com/Portals/2/Denver/DPERS_PA_FINAL%20PS%207531.pdf

To **APPLY** please email your resume to Amy at amy.miller@eflassociates.com.