

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

CONNECTICUT VALLEY HOSPITAL  
JOB OPPORTUNITY  
BEHAVIORAL HEALTH UNIT SUPERVISOR

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** The Public  
**Location:** Connecticut Valley Hospital ~ General Psychiatry Division ~ Battell 2 North - Middletown, CT  
**Job Posting No:** CV- 24611  
**Hours:** 1st shift / 8:00 a.m. – 4:30 p.m. / Monday – Friday / 40 hours weekly  
**Salary:** \$79,559 Annually  
**Closing Date:** September 11, 2013

**Duties may include but not limited to:** Provides administrative supervision of quality of care provided by professionals and paraprofessionals Nursing Staff and Team Members on the Unit within the Division across three shifts; possesses broad range of clinical and professional skills to facilitate supervision of inter-disciplinary staff and orientation of new employees; oversees the planning, implementation and monitoring of programming for Young Adult Services; identifies unit-based issues for Quality Improvement and oversees and coordinates improvement projects; ensures a safe and therapeutic milieu; establishes safe, effective staffing through careful sharing of resources and attention to use of overtime; manages effectively under pressure and in a rapidly changing environment; works cooperatively with other unit directors to maximize resources, set priorities based on program values, resolve conflicts and set uniform standards; performs other duties as required.

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

**General Experience:** Seven (7) years of professional health care experience in a behavioral health setting.

**Special Experience:** Two (2) years of the General Experience must have been at the lead level responsible for coordinating the work of a unit or team of professionals in a behavioral health setting. Note: For State Employees the lead level is interpreted at the level of Clinical Social Work Associate for the social work discipline and Head Nurse for the nursing discipline.

**Substitution Allowed:** College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree. A Master's Degree in a health care field related to one of the disciplines in the Special Experience may be substituted for one (1) additional year of the General Experience.

**Special Requirement:** Incumbents in this class must possess and retain a current license as a Clinical Social Worker or as a Registered Professional Nurse or as a Licensed Alcohol and Drug Counselor in the State of Connecticut. Incumbents in this class may be required to possess certification as a clinical supervisor by the Connecticut Certification Board. Incumbents in this class maybe required to travel.

**Working Conditions:** Incumbents in this class may be required to lift and restrain clients, may have significant exposure to communicable and/or infectious diseases and risk of injury and may be exposed to strongly disagreeable conditions.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:**

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

Patricia Guire, Human Resource Specialist  
PLEASE SEND APPLICATIONS TO:  
CT Valley Hospital  
P.O. Box 351 - Middletown, CT 06457  
Fax: (860) 262-5055  
E-mail: [patty.guire@ct.gov](mailto:patty.guire@ct.gov)

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. P-1