

**DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
SOUTHEASTERN MENTAL HEALTH AUTHORITY
JOB OPPORTUNITY**

DMHAS Behavioral Health Clinical Manager

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: 401 W. Thames Street, Bldg. 301, Norwich, CT
Program/Unit: CRS and HOAP (Community Residential Supports and Homeless Outreach Advocacy Program)
Job Posting No: SM104876
Hours: 1st shift/8:00 a.m. to 4:30 p.m./Monday thru Friday/40 hours per week
Salary: \$84,284 to 114,914 (Annually)
Closing Date: October 28, 2013

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status may apply. Candidates who possess the general and special experience and special requirements may apply.

Duties may include but not limited to: Requires an understanding of the special clinical and developmental needs of this high-risk adult population to coordinate, plan and carry out administrative and clinical supports to an intensive community behavioral health program for adults with significant Psychiatric and substance use disorders, and are often homeless. Directs the two teams (Homeless Outreach Advocacy Program and the Community Residential Supports Program) to ensure care standards are met with oversight of service provision, documentation, communication and staff resources, including ongoing assessment of staff needs for delivery of services. Provides and directs a full range of administrative duties, including preparation and administration of program budgets and development and maintenance of fiscal and programmatic mechanisms to ensure continuity of care and appropriate allocation of resources. Assists with formulating and implementing program and facility policies and procedures and ensures compliance with accreditation standards. Works with HR and clinical administrators to manage staff performance (performance evaluations, hiring, coaching, and disciplinary process). Demonstrates skills and knowledge in working with community providers (Social Security, CT Legal Rights Project, DCF, court system and probation). Participates in and oversees team involvement with DMHAS initiatives (dual disorders treatment, multicultural diversity, supported employment and education, person-centered planning). Meets with clients, families and natural supports to represent SMHA and address concerns. Supports and directs day-to-day decision making and ensures risk management concerns are assessed and addressed. Participates in SMHA Management team and assigned local and statewide committees. Works a flexible schedule and provides on-call support to two teams. May assume a leadership role for agency system wide program development and administration activities; provides other related duties as needed.

General Experience: Four (4) years of professional experience in Behavioral Health Care and a Master Degree in a clinical discipline, Public Health Administration, Health Care Administration or Hospital Administration.

Special Experience: Two (2) years of the General Experience must have been supervising professional staff. For state employees, this is at the level of Behavioral Health Unit Supervisor; Nurse Supervisor or Supervising Clinician.

Special Requirement: Incumbents in this class must maintain the appropriate current license for clinical social work, marital and family therapist, professional counselor, registered nurse or clinical psychologist. Incumbents in this class are required to possess and maintain a current/valid Motor Vehicle Operator's license.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions:

Due to the large number of applications received, it is extremely important to note the **Position Number (found on the posting)** on the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12).

To be considered for this position:

All applicants who meet the General Experience, Special Experience and Special Requirements 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.

Email: MHA-SMHA-RECRUIT@ct.gov

FAX: (860) 859-4792

**Southeastern Mental Health Authority
Office of Human Resources / Attn: Recruitment
401 West Thames Street, Building 301, Norwich, CT 06360**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. MP-02