

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

JOB OPPORTUNITY

BEHAVIORAL HEALTH PROGRAM MANAGER

Capitol Region Mental Health Center

Young Adult Services Division

Hilltop Residential Program

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

Open To: Candidates currently on the exam list for Behavioral Health Program Manager.

Location: Capitol Region Mental Health Center ~ Young Adult Services ~ Hilltop Residential Program
556-558 Blue Hills Avenue/ 500 Vine St, Hartford 06112

Job Posting No: CR-106702-1

Hours: 8:00 a.m. – 4:30 p.m., Monday – Friday, (full time, 40 hours per week)

Salary Range: \$ 77,923.00 - \$106,240.00

Posting Date: December 16, 2013 **Closing Date:** December 25, 2013

Eligibility Requirement:

Candidates must have applied for and passed the **Behavioral Health Program Manager** exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Duties include but are not limited to: Responsibility and accountability for the clinical and administrative management and leadership of the Young Adults Services, Hilltop Program, a continuous operation residential program. This position will be responsible for continuity of care, allocation of resources, fiscal management of the budget/client support funds, development and implementation of policies and procedures in accordance with JCAHO standards, representation of management at grievances and investigatory hearings and 24/7 on- call coverage and consultation to staff.

Special Requirements: Incumbent will be required to travel and must possess current motor vehicle operator's license.

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

Application Instructions: Interested and qualified candidates who meet the above requirements should 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).

Ramona Sablón, Human Resources Specialist
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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. (02) Managerial