

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES  
JOB OPPORTUNITY

**BEHAVIORAL HEALTH PROGRAM MANAGER**  
**STATEWIDE SERVICES**

**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:** 410 Capitol Avenue, Hartford, CT 06106  
**Job Posting No:** OC106888  
**Hours:** 8:00 a.m. – 4:30 p.m., Monday – Friday, (full time, 40 hours per week)  
**Salary:** \$ 77,923.00 - \$106,240.00  
**Closing Date:** February 4, 2014

**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:** management and oversight of the Statewide Services, Women's and Children's Services Recovery Specialist Voluntary Program (RSVP); serve as the DMHAS representative at weekly collaborative service planning meetings of the Substance Abuse Managed Service System (SAMSS) to coordinate services and care for individuals with substance abuse problems and to strengthen collaboration and coordination between service agencies; develop, implement and evaluate program policies and goals and objectives to ensure compliance with agency mission, goals, objectives and statutory provisions; utilize best practices to improve and measure quality of services for clients; improve quality of services for clients by convening with stakeholders to improve communication, solve problems and streamline and enhance operations; evaluate reporting requirements and make recommendations ensuring greater accountability; monitor productivity and client activity of programs; manage budget assignments; develop and manage contracts; encourage and increase awareness of cultural competence in all programming initiatives and oversee other women's substance abuse treatment programs as assigned.

**Special Requirements:** Incumbent will be required to possess appropriate current license. 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).

**PLEASE SEND APPLICATION TO:**

**DMHAS/Office of the Commissioner**

Human Resources  
410 Capitol Avenue, 4<sup>th</sup> Floor  
Hartford, CT 06106  
Fax: (860) 418-6697  
[Edra.Knight@ct.gov](mailto:Edra.Knight@ct.gov)

**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.