

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS)
WESTERN CONNECTICUT MENTAL HEALTH NETWORK (WCMHN)
JOB OPPORTUNITY

MENTAL HEALTH DIRECTOR OF DAY TREATMENT PROGRAMS – WC105527

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

Open To: The Public
Location: Administration / Waterbury Area Office
Job Posting No: WC105527
Hours: 8:00 a.m.-4:30 p.m. – Monday-Friday – Full Time – 40 Hours/Week
Salary: \$91,161.00
Posting Date: August 2, 2013 Closing Date: August 15, 2013

This is a competitive classification that **DOES NOT** require candidates to have applied for and passed the Mental Health Director of Day Treatment Programs exam. **EXAMINATION IS NOT REQUIRED.**

Candidates **MUST POSSESS** the GENERAL EXPERIENCE, SPECIAL EXPERIENCE, AND SPECIAL REQUIREMENT to qualify:

GENERAL EXPERIENCE: Nine (9) years of professional experience in behavioral health treatment programs.

SPECIAL EXPERIENCE: Three (3) years of the General Experience must have been at a managerial level with responsibility for fiscal and administrative management of behavioral health programs.

NOTE: 1. Behavioral Health is defined as the integration of mental health and substance abuse programs.

2. Managerial experience is defined as formulating program goals and objectives, developing and implementing program procedures, initiating program policies, developing and/or monitoring a budget.

SPECIAL REQUIREMENT: Must possess and maintain a current Motor Vehicle Operator's License. May be required to travel.

Examples of Duties: Provides administrative, clinical and fiscal management to the Western Ct Mental Health Network - Waterbury Area Programs and the local DMHAS-funded service system; provides supervision to designated managers and supervisors within the agency; formulates agency goals and objectives; assess, plan, develop, implement and evaluate programs; collaborates within the Network in the development and operation of DMHAS program policies and missions with in the site. Must have considerable ability to establish and manage multiple priorities; collaborate within the agency, WCMHN, DMHAS, contracted agencies and within the local communities; apply management principles and practice. Considerable knowledge of mental health policies and systems; considerable knowledge of the principles and practices of public and/or health care administration; considerable knowledge and ability to develop strategic plans; ability to plan for the collection, analysis and integration of data; ability to interpret standards, contracts and regulations, considerable analytic skills; considerable ability to negotiate, mediate and resolve conflicts; ability to delegate authority effectively. Must have considerable knowledge of and ability to instruct others about theories of human behavior, current diagnostic categories of mental illness, family dynamics, substance abuse and human sexuality; considerable knowledge of social, cultural, economic, political, religious, medical, psychological and legal issues which influence behavior of clients, families, service programs and society at large, Knowledge of statutes, regulations and standards relating to mental health services; Considerable interpersonal and leadership skills, oral and written communication skills.

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 = Mental Health Director of Day Treatment Programs** - 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 promotion/demotion candidates must submit pages 1-7** of 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 Candidates:** Individuals 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. The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

PLEASE SEND APPLICATIONS TO:
Angela M. Baker, WCMHN Human Resources Director – 203-805-6411
1) **Email:** Angela.Baker@ct.gov
OR
2) **Fax:** (203) 805-6432

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 - Employment Opportunities.

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. (MP)