



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam Bello
County Executive

Andrea Guzzetta
Director

TITLE: **OFFICE OF MENTAL HEALTH DIRECTOR**
(Provisional* Appointment)

SALARY: \$87,985 - \$113,466 annually

LOCATION: Monroe County Department of Human Services – Office of Mental Health

JOB SUMMARY:

This is an administrative position located at Monroe County Department of Human Services, Office of Mental Health. Duties include planning, supervising and evaluating the provision of mental services for individuals with mental disorders, developmental disabilities and substance use disorders. The employee reports directly to, and works under the general supervision of the Commissioner of Human Services or other higher-level staff member. General supervision is exercised over a Mental Hygiene Program Analyst and other subordinate staff. Does related work as required.

MINIMUM QUALIFICATIONS:

Candidates for the Office of Mental Health Director (considered to be the Director of Community Service under New York State Mental Hygiene Law) must have obtained their degree or degrees from a regionally accredited college or university, as recognized by the New York State Education Department AND the candidate shall meet the following criteria:

- (A) A physician licensed to practice medicine in New York State who shall be deemed board certified and board eligible in psychiatry, neurology, pediatrics; OR,
- (B) A psychologist who is currently licensed as a psychologist by the New York State Education Department; OR,
- (C) In possession of a master's degree in social work, and currently licensed as a licensed master social worker or as a licensed clinical social worker by the New York Education Department; OR,
- (D) In possession of a master's degree in psychiatric mental health nursing and shall be licensed by the New York State Education Department as a registered nurse; OR,
- (E) The individual shall have obtained a master's degree in rehabilitation counseling, psychology, social work, public health administration, public administration, hospital administration, human services administration, business administration or other equivalent degrees as determined by a curriculum reviewed and approved by the New York State Education Department; AND,

In addition to the requirements listed in (A), (B), (C), (D) and (E) above, the individual must also possess at least five (5) years of progressively responsible clinical and/or administrative experience in a governmental, private, not-for-profit or proprietary program providing services for people who have a diagnosis of mental illness, developmental disabilities, or substance abuse. At least two (2) of the five (5) years of experience must have been in an administrative capacity in which the candidate was responsible for the overall direction and control of an identifiable organizational unit or program. Such experience shall be specifically related to the powers and duties of the director of community services in accordance with section 102.7 of the New York State Mental Health law.

If Monroe County chooses to appoint a director of community services with an administrative degree as defined in paragraph (E) above, Monroe County shall also designate a senior level clinician with responsibilities for supervision of clinical services. Such designee shall have a clinical degree and licensure or certification in addition to demonstrable clinical work experience.

NOTE: These minimum qualifications meet the requirements of the New York State Codes, Rules and Regulations of the State of New York (CRR-NY) Part 102, 14 NY. Appointment procedures follow those specified by the Inter-Office Coordinating Council (IOCC) which the New York State Office of Mental Health is a participant of.

PREFERRED QUALIFICATIONS:

This position will require the ability to gather accurate information on both regulatory and statutory requirements in the long-term care system from a local, state and national perspective as well as effectively evaluate program performance. The OMH Director will have the ability to think strategically, and creatively, about how the consumer experiences the behavioral health and long-term care system and have the ability to translate that vision into an actionable process, with an emphasis on the importance of integration of care. The ideal candidate will have the ability to navigate and influence multiple cross-functional teams in a complex work environment, adapting leadership style that promotes innovation, accountability and establishes work priorities.

Other preferred relevant experience:

- Medicaid experience
- Experience working in a managed health care environment
- Experience in a recovery-oriented delivery system
- Data analysis background and report writing capability
- Project Management skills
- Demonstrated ability to achieve goals in a matrix environment
- Demonstrated ability to work collaboratively and influence others
- Effectively communicate at all levels of the organization

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES
111 WESTFALL ROAD - HUMAN RESOURCES RM.752B
ROCHESTER, NY 14620

Posting Date: July 24, 2019

Posting Deadline: Until filled

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.