



# RECRUITMENT POSTING

The Detroit Wayne Mental Health Authority is an Equal Opportunity Employer

Thomas D. Watkins  
President/CEO

## PROGRAM COORDINATOR School Based Initiatives

ANNUAL PAY RANGE  
**\$52,456 - \$61,367**  
(40-Hour Week)

Applications may be submitted to the DWMHA office of Human Resources, 640 Temple, 8<sup>th</sup> Floor –, Detroit, MI 48201 or **FAXED** to (313) 833-2461, or **EMAILED** to [jconnally@dwmha.com](mailto:jconnally@dwmha.com) **APPLICATIONS MUST BE RECEIVED NO LATER THAN 4:30P.M. Friday February 26, 2016**

The Detroit Wayne Mental Health Authority (DWMHA) is seeking a dynamic, energetic individual to oversee the development, implementation and monitoring of School Based Mental Health and Prevention for a large Community Mental Health organization. DWMHA has an annual budget of over \$600 million and serve over 53,000 individuals each year. Qualified individuals seeking competitive compensation and benefits and are up to the challenge may apply now!

### ELIGIBLE PERSONS

At the time of application and appointment, interested persons meet the following minimum qualifications:

- Master's degree in Social Work or Psychology, or related program; **AND**
  - Current state licensure as a Licensed Clinical Social Worker, Licensed Clinical Professional Counselor or Licensed Clinical Psychologist; **AND**
  - Three (3) years of experience, within the last five years, working with limited resource population in Mental Health or School Based Program, Eg. policy development, management of Serious Emotional Disturbance (SED)/Mental Health service delivery. Recent Michigan Community Mental Health experience preferred;
- OR**
- A Bachelor's degree in Social Work or Psychology, or related program; **AND**
  - Current state licensure as a Licensed Clinical Social Worker, Licensed Clinical Professional Counselor or Licensed Clinical Psychologist; **AND**
  - Five (5) years of experience, within the last five years, working with limited resource population in Mental Health or School Based Program, Eg. policy development, management of Serious Emotional Disturbance (SED)/Mental Health service delivery.

**NOTE: The Program Coordinator Scholl-Based Initiatives is a temporary/full-time position. The term for persons hired in this position term will expire on September 30, 2016 (9/30/16).**

In addition to meeting the Minimum requirements listed above, the successful candidate must also possess the following Knowledge, Skills and Abilities (KSA's)

- Ability to work in a team and to share responsibilities and duties.
- Ability to resolve interpersonal conflict in a straightforward and timely manner.
- Ability to make quick and accurate environmental assessments of mental and behavioral health and educational systems.
- High level of comfort in working with primary care medical providers, residential providers and staff, school personnel, treating clinicians, consumers and their supports using a consultative style.
- Ability to design and implement pathways and protocols for implementation of selected mental and behavioral conditions.
- Ability to work effectively as a team, interfacing with teachers, primary care providers, consulting psychiatrist and mental health specialists, as well as with administrative and support staff.
- Ability to exercise balanced judgment in evaluating situations and making decisions, and to handle difficult or confrontational situations in a calm, consistent and equitable manner.
- Ability to effectively represent DWMHA interests in the community and maintain effective working relationships among coworkers, public, private and professional groups.
- Knowledge of behavioral medicine and evidence-based treatments for medical and mental health conditions.
- Knowledge and promotion of recovery, PCP process and IPOS, home based services, residential supports, respite services, supported/integrated employment, and the principles of choice and self-determination.
- Openness to the emerging workforce in community mental health, including people with lived experience, their family members, allies and fictive kin.
- Healthy respect for the needs and interest of the individuals who receive services.
- Knowledge of, or had personal experience with behavioral health issues.
- Knowledge of current national and state best practices, initiatives, and policy in school based mental health.

**NOTE:** Qualified internal candidates that are Members of the Government Administrators Association with regular status shall be given priority consideration.

### **DESCRIPTION OF MAJOR JOB DUTIES**

The School Based Initiatives Program Coordinator, as part of the Clinical Practice team, oversees the development, implementation and monitoring of School Based Mental Health and Prevention services. In addition, the School Based Initiatives Coordinator will assist in the development and delivery of technical assistance, practice innovation, education strategies and policy development in this area to the provider network and community and large.

Additional duties include:

- Oversee School Based Mental Health and Prevention initiatives including development, implementation and oversight of clinical programming.
- Develop, lead and monitor the behavioral management review committee, its policies and procedures, membership, and outcomes.
- Provide technical assistance and education to the partnership network regarding the management of School Based Mental Health and Prevention and/or behavioral problems efficiently and effectively.
- Attend local and state meetings representing DWMHA in the School Based Mental Health arenas.
- Assist in the detection of at-risk consumers and service gaps, and development of plans for improvement.
- Assess system capacity and aggressively pursue system innovations, grants, etc. to meet the community needs.
- Deliver community education and solicit consumer and community input in the appropriate areas of expertise.
- Attend and participate in meetings and quality improvement activities as required.
- Serve as a member of committees as requested.
- Remain abreast of the state of the art, laws, policies and the like as related to School Based Mental Health and Prevention.
- Comply with DWMHA, local state and national rules and regulations.
- Maintain licensure and certifications.
- Further the mission of DWMHA through active support of the strategic goals.
- Provide regular written reports as requested.

Internal applicants must comply with the provisions of their union contract regarding career demotions and career shifts. Applications from DWMHA GAA employees who have regular status in this class (and are employed in this class or in a class on a higher level) will not be accepted.

### **GENERAL INFORMATION**

**How to Apply:** Applicants must complete Application Form DWMHA/HR-210, which may be obtained via email or at the DWMHA Office of Human Resources. The application may be used both for determining admission to the examination and for rating experience and training. Applicants will be notified by mail of the time and place of the examination. Persons denied permission to compete in an examination may make a written appeal to the Detroit Wayne Mental Health Authority Human Resources Committee for a final decision within ten (10) days following the notification of denial, stating the basis on which it is felt that their application should be accepted.

In accordance with the provisions of the collective bargaining agreement, appointees must satisfactorily complete a probationary period before the appointment will be considered permanent.

**Accommodations for the Disabled:** A disabled person needing accommodation in connection with a job application or to participate in the examination process must notify the DWMHA office of Human Resources. A reasonable accommodation may also be required on the job to enable the individual to perform the essential job functions. Such accommodations will be evaluated at the time of appointment.

**Appeal Process:** Requests to review examinations must be made in writing within ten (10) days after the mailing of the notice of results. Appeals concerning the ratings must be made in writing within ten (10) working days after the review. The appeal must state why the applicant believes the ratings are improper.

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