



**Behavioral Health Director**  
**Pajaro Valley Prevention and Student Assistance, Inc.**  
**Santa Cruz and North Monterey County (Watsonville/Pajaro), California**  
**First application screening: Week of March 2, 2020**

**About the Position**

The Behavioral Health Director (BH) will be a strategic thought-partner, and report to the Chief Executive Officer. The successful candidate will be a hands-on and participative leader and will work with a team of program clinical supervisors to ensure effective and efficient offering of services in the following program area: behavioral health services (mental health and substance abuse services). This position is a key leadership position in the organization and will be able to identify, implement and monitor existing and new clinical programs that further the agency's mission. The BH Director will play a critical role in partnering with the CEO in strategic decision making as Pajaro Valley Prevention and Student Assistance, Inc. (PVPSA) continues to enhance quality programming. This is a tremendous opportunity for an experienced leader with a desire to impact the lives of children, youth and families.

**About the Agency**

Pajaro Valley Prevention & Student Assistance, Inc has been the leader of youth prevention and intervention services in the Pajaro Valley. With three current locations and several satellite centers, PVPSA is committed to making access to services a priority for members in the community. We believe that every young person in our community should have the opportunity to thrive. Our mission is to improve the quality of life of students and families in the Pajaro Valley by providing health education, prevention services, mental health and substance abuse services, and by advocating for public policies that protect the health of our community.

**Functions and Duties**

*Staff and Program Management:*

- Provides leadership for the implementation of agency clinical services
- Directly supervises clinical supervisors and ensures program objectives are met through the development of a program improvement assessment processes
- Identifies program gaps and opportunities, develops plans and recommends course of action and assists with implementation of those strategies
- Develops and maintains a training program for associated program staff and supports them in developing monthly trainings for direct service team members
- Assess systems to ensure effective application of services and make recommendations as needed
- With support from the Human Resource and other program management team members, lead all searches, interviews and orientations for new clinical program hires

- Working with the clinical supervisors, ensure agency policies and procedures are followed by his/her team members
- In consultation and with support from the CEO, develop new program strategies that speak to current shifts in the health arena, specifically in the fields of mental health and substance abuse service
- Develops innovative approaches to recognize exemplary employees of the organization

*Resource Management and Development:*

- With guidance and support from the Finance Director, monitor and prudently manage associated program budgets
- With support from the Quality Improvement team, monitors program financial productivity and works with program leads (I.e. clinical supervisors) to address deficiencies
- Enforce, develop and implement systemic procedures that will ensure clarity of output expectation by clinical team members
- Participate in annual budget preparation to ensure resources are allocated appropriately to meet the needs of clients and contractual obligations
- Identifies grant and other financial supports that can positively enhance service delivery
- Coordinate, support and/or write grants issued by federal, state and local government or philanthropic agencies

*Community Relations and Communications:*

- Serve as a lead representative of PVPSA in several community initiatives and collaboratives associated with assigned programs
- As one of the leaders in the organization, serve as a spokesperson in community forums inclusive of policy boards like the Board of Supervisors, City Council, School District and other similar governing bodies
- Develop and maintain positive relationships with partnering agencies inclusive of cities, counties, state, community-based agencies and philanthropic agencies
- Attend monthly contractor meetings and other regularly scheduled meetings designated for executive members of the agency
- Prepares and conducts presentations of several types to the Board of Directors and to community bodies
- Identifies opportunities for community events and works with other management leads to implement such event

**Qualifications**

- Requires a minimum of a Master's in Education, Health, Behavioral Science or related field; clinical experience and licensure (LMFT, LCSW) highly desirable
- At least 7 years of overall professional experience in managing and administering multiple programs
- At least 5 years of experience managing personnel
- The ideal candidate has experience in managing programs in the area of health or behavioral health
- Proven ability to research and synthesize information from a variety of sources

- Proven ability in developing service-based curriculum and employee training programs
- Proven ability to implement effective project management, possess strong organizational skills, and has a track record of leading and managing multiple projects and programs effectively
- Strong communication skills and experience in developing and presenting both oral and written reports and with an ability to negotiate and work with a variety of stakeholders
- Awareness and understanding of the impact mental health and substance abuse services plays in securing individual and communal health and wellness
- Technology savvy with experience in operating computer-based databases
- A successful track record in setting priorities; keen analytic, organization and problem-solving skills which support and enable sound decision making
- Experience with leading innovative projects with diverse partners
- A multi-tasker with the ability to wear many hats in a fast-paced environment
- Experience working in diverse communities

### **Skills**

- Ability to deal with complex organizational environments, high tolerance for change
- Ability to establish credibility and forge lasting relationships with stakeholders
- Ability to exercise considerable individual judgement and initiative in conducting the necessary operations within a program
- Ability to work independently with support from assigned personnel to resolve program challenges and partake in opportunities to enhance service delivery
- Strong communication and project management skills

### **Core Competencies**

- Personal qualities of integrity, credibility, and dedication to the mission of PVPSA
- A team player who thrives in supporting team members in their growth and development
- Self-motivated and resourceful with the proven ability to multi-task and operate successfully at time under tight deadlines
- Strong interpersonal skills; personable, energetic and creative
- Cultural sensitivity and the understanding of and appreciation for diversity

**Benefits:** PVPSA offers employer sponsored competitive health benefits for employee and family, inclusive of medical, dental and vision. Employer sponsored retirement plan and life insurance plan; flexible spending account available.

**Salary:** Annual Salary range starts at \$74,803. Final salary commensurate with experience. Phone and mileage reimbursement eligible.

**If interested, please submit a letter of interest, resume and a minimum of three references with contact information via email to:**

**PVPSA**

**c/o Human Resources**

**[beatriz.collazo@pvpsa.org](mailto:beatriz.collazo@pvpsa.org)**

335 East Lake Avenue  
Watsonville, CA 95076