



## **DEPUTY EXECUTIVE DIRECTOR OF PROGRAMS**

The Family Center's service array includes Outpatient Mental Health and Substance Abuse Treatment, Legal Services, as well as a wide range of supportive services to assist clients with meeting their treatment and life goals. The agency serves over 1,500 adults and children/youth annually. The Deputy Executive Director of Programs provides ongoing oversight and leadership for the integration of treatment and supportive services to responsive to the health and behavioral health needs of the marginalized minority communities we serve. The Deputy Executive Director of Programs reports to the Executive Director. S/he supervises the Director of Treatment Services and the Director of Supportive Services. Responsibilities include but are not limited to the following:

### **RESPONSIBILITIES:**

- Provide leadership, guidance, and direction to all treatment and supportive service staff.
- Ensure operational integrity and cross program integration and coordination of The Family Center's treatment and supportive service array.
- Maintain highest patient safety and service standards, and achieve outcome targets for all programs.
- Implement and manage the agency Emergency Response protocols and staffing, ensuring alignment with expectations for NYS Certified Community Behavioral Health Clinic requirements.
- Maximize service delivery efficiency and revenue generation.
- Develop and sustain relationships with all partner organizations including Designated Collaborating Organizations.
- Ensure all treatment and supportive services policies and procedures reflect NYS OMH, NYS DOH, NYS OCFS and NYS OASAS regulations and requirements.
- Ensure all treatment and supportive services interventions including all evidence based interventions are delivered with fidelity and demonstrate sustainability at the agency.
- Lead program evaluation efforts including but not limited to those required by funders and oversight agencies.
- Develop and maintain a robust CQI program that integrates what is learned from program evaluation efforts into ongoing program improvements.
- Strategically maintain agency's ability to thrive in response to continuing changes in healthcare models and payment, including bundled and value based payments.

### **KNOWLEDGE AND SKILLS:**

- Ten or more years of progressively responsible Executive-level experience.
- Demonstrated commitment to program evaluation, CQI and research.
- Strong leadership, excellent organizational and communication skills.
- Experience winning and managing government grants and contracts.
- Knowledge of health policy, including health reform; industry standards in the provision of community mental health and substance abuse services; clinical trends and research.
- Experience with Medicaid/Medicare and private insurance billing requirements.
- A track record of meeting compliance standards.
- Ability to multitask and to work and function under pressure.

**MINIMUM QUALIFICATIONS:**

- Strong Leadership Experience in a clinical setting.
- PH.D. or Master's degree in clinical psychology, Social Work, or related field.
- Minimum 6 years of experience overseeing large, multi-year government funded projects.
- Minimum 6 years of experience supervising master's and bachelor's level direct service staff.

Please email resume with cover letter that includes salary requirements to [jobs@thefamilycenter.org](mailto:jobs@thefamilycenter.org) and put "Deputy Executive Director Programs" in subject line.

*The Family Center is an Equal Opportunity Employer.*

*The Family Center is covered under FMLA.*