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OTSEGO COUNTY HAS THE FOLLOWING VACANCY:

Community Services

Director of Community Mental Health Services

\$83,458

DATED: June 9, 2021

LAST DAY FOR FILING: June 30, 2021

EOE

DISTINGUISHING FEATURES OF THE CLASS: Serves as chief executive officer of the local governmental unit responsible for the Community Mental Health Services Program, exercising general direction in planning, coordination and operation of the mental health, developmental disabilities and addiction recovery services provided within the community. Makes recommendations to the Community Services Board (including the establishment of facilities and control of services) towards attaining a comprehensive community mental health, developmental disabilities and addiction recovery plan for services. Represents these specialty services and the population they serve in healthcare, education, law enforcement and broader community initiatives. Supervision is exercised over subordinate professional, administrative, sub-professional and clerical staff; does related work as required.

EXAMPLES OF WORK: (Illustrative only)

- Directs community mental health, developmental disabilities, and addiction recovery services, which may include contracts with other systems service providers such as inpatient units in general hospitals, housing, crisis services, etc.;
- Directs the delivery, quality, compliance, and fiscal management of direct services provided by or contracted by the local government;
- Plans, organizes and supervises the development of mental health rehabilitation and recovery services and coordinates these mental health services with other public community agencies and groups;
- Coordinates and monitors compliance and quality of mental health, addiction and developmental disabilities with other authorized public health agencies and groups;
- Interprets activities to the community in promoting maximum use of mental health, addiction and developmental disabilities services;
- Provides community education in promoting the maximum use of mental health services;
- Conducts on going needs assessment, monitors data and develops comprehensive plans;
- Initiates and participates in activities to ensure public safety and emergency management;
- Prepares an annual report of the programs under his/her direction including fiscal accounting;
- May represent the interest of Otsego County and other rural counties on state and regional workgroups, planning boards, task force, etc as assigned/requested by state agencies;
- Identifies and pursues opportunities for funding in accordance community need;
- Develops and conducts studies related to the promotion of mental health, developmental disabilities and addiction recovery services and prevention and recovery of these disabilities;
- Encourages the development and expansion of preventive, rehabilitative, and recovery services in the field of mental health, addiction and developmental disabilities, including the establishment of services for these purposes.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES: Comprehensive knowledge of the modern theory and practices of psychiatry; thorough knowledge of medical and social psychology, psychopathology, psychotherapy and the function and pertinent pathology of the nervous system; thorough knowledge of current administrative practices in the community mental health and addiction services field; ability to develop, organize and supervise the short-range and long-range plans for the provisions of mental health and developmental disability services in a specific geographic area; ability to plan, organize and supervise services designed to prevent psychiatric disabilities and to promote care, treatment and training appropriate for this purpose; ability to interpret regulations and laws related to the provision of mental health, developmental disabilities and addiction services.

MINIMUM QUALIFICATIONS: Either:

- (a) Possession of a current valid license to practice medicine in New York State and board certified or board eligibility as a psychiatrist, neurologist, or as a pediatrician; **OR**
- (b) A psychologist currently licensed as a psychologist by the New York State Education Department; **OR**
- (c) Possession of a Master's Degree in Social Work and is currently licensed as a certified social worker by the New York State Education Department; **OR**
- (d) 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) Possession of 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**
- (f) Possession of a degree or degrees from a college or university recognized by the New York State Education Department; **AND**
- (g) The individual with a doctoral degree or medical degree, or an individual with a master's degree shall have had 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, mental disabilities, developmental disability, alcoholism or substance abuse. At least two (2) of the five (5) years shall include functioning in an administrative capacity for the management of a program 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 Title 14 of the New York Codes, Rules and Regulations.

NOTE: Appointments to the position of Director of Community Mental Health Services shall be subject to review and approval by the New York State Department of Mental Hygiene.

CLASSIFICATION: Non-Competitive (Exempt from Section 75)

Applications available at the Otsego County Personnel/Civil Service Department, 183 Main Street, Cooperstown, NY 13326 or online at www.otsegocounty.com