

### Class Concept

Position provides operational and programmatic leadership in directing services for a large Facility serving people with psychiatric disorders. Positions function as the Assistant Director and focus on day to-day management of the Facility, with primary focus on clinical/rehabilitative programming, overall management of a wide breadth of support services or responsibility for financial operations. With the Facility Director, responsible for developing and implementation the Facility's Operational Plan in accordance with State, DHHS, and ASOHF mission and values. As top leadership, position ensures a level of care conforming to the requirements of federal regulations, state statutes, department polices, and various licensing, accreditation and certification agencies, and boards including Centers for Medicaid and Medicare Services (CMS), and the Joint Commission (TJC). Work force of facility is providing 24/7 care and coverage. Position directs and leads organizational programs and operations to include strategic planning, manages primarily the allocation of clinical resources and a wide scope of support services, or financial operations.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Working knowledge of accreditation, certification and licensure standards and regulations and the programming service needs of the population served.
- Working knowledge of quality/risk management considerations and ability to implement corrective plans.
- Working knowledge of federal, state and local policies and procedures as well as best practice methodologies.
- Skill in planning via broad, long-range programs and goals for the Facility which include but are not limited to annual plans of work, budgetary planning, capital projects as well as for utilization of all Facility staff.
- Ability to establish goals and priorities and determine appropriate allocation of resources.
- Ability to direct a broad range of programs and services and interdisciplinary staff.
- Excellent negotiation and communication skills; representing the Director at times.
- Ability to establish effective and responsive working relationships with staff, the public and advocacy groups.
- Demonstrated ability leading complex multi-disciplinary projects and initiatives.

#### Minimum Education and Experience

Doctoral degree in Clinical Psychology from an appropriately accredited institution and two years of experience in professional level treatment program of people with psychiatric disorders of which at least one year must have been in a supervisory/administrative capacity over a large discipline component having broad impact in a residential program or over a sizable unit comparable to a program unit administrator; or

Master's degree in Clinical Psychology or related human service professional area from an appropriately accredited institution and five years of the above experience of which one must have been at a comparable supervisory level as defined above; or

Master's degree in administrative fields such as Public Health, Hospital Administration, or Business Administration from an appropriately accredited institution and at least six years of the above experience of which one must have been at a comparable supervisory level as defined above; or an equivalent combination of education and experience.

Administering the class: Law degrees are acceptable substitutes as long as candidate has had experience working in the treatment program for the population being served.