



## King County

Invites Applications for the Position of:

### Youth and Family Prevention Section Manager

Apply online at <http://www.kingcounty.gov/jobs>

*King County is committed to equity and diversity in the workplace. In addition, the county is committed to recruiting and maintaining a quality workforce that shares our guiding principles: collaborative, service-oriented, results-focused, accountable, innovative, professional and fair and just.*

**OPENING DATE/TIME:** 06/19/17 12:00 AM (GMT -8:00)

**CLOSING DATE/TIME:** 07/04/17 11:59 PM (GMT -8:00)

**SALARY:** \$94,931.20 - \$120,328.00 Annually

**LOCATION:** Chinook Building - 401 5th Ave, Seattle

**JOB TYPE:** Career Service, Full Time, 40 hrs/week

**DIVISION:** Department of Community & Human Services

**JOB NUMBER:** 2017SC7092

**SUMMARY:**

The Department of Community and Human Services (DCHS) provides equitable opportunities for people to be healthy, happy, self-reliant and connected to community.

The Youth, Family and Prevention Section Manager for King County's Behavioral Health and Recovery Division (BHRD) is responsible for leading BHRD's youth and family behavioral health services, along with behavioral health prevention and wellness promotion activities. The position is responsible for the section's strategic vision, staff supervision, budget, program oversight, and collaboration with partners. This position is responsible for the supervision of all staff in the section and reports to an Assistant Division Director.

The duties of this position include but are not limited to management and oversight of behavioral health initiatives that impact youth, family, and children. These programs include behavioral health based treatment programs including specialty programs, Wraparound (and Wraparound with Intensive Services), Screening Brief Intervention and Referral to Treatment (for youth and adults), Recovery High Schools, Children's Long Term Inpatient Program (CLIP), Children's Crisis Outreach Response System (CCORS) and Juvenile Justice based youth treatment initiatives. Additionally this position oversees behavioral health prevention and mental health promotion programs including suicide prevention, New Journeys and Early Detection, and Intervention for the Prevention of Psychosis (EDIPP) and Community Prevention Wellness

Initiatives (CPWI).

**WHO MAY APPLY:** The Department of Community and Human Services values diverse perspectives and life experiences. The Department encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with lived experiences.

**REQUIRED MATERIALS:** Candidates who wish to be considered for this position must submit an online King County application and respond to the supplemental questions.

**WORK SCHEDULE:** This position is exempt and not eligible for overtime. Typical hours are Monday - Friday 8am-5pm.

**RECRUITER:** [Susan.Churchill@kingcounty.gov](mailto:Susan.Churchill@kingcounty.gov)

**JOB DUTIES:**

- Supervision of all section staff, including employee development, performance management, employee engagement activities and facilitation of section staff meetings.
- Management and oversight of section and initiative budgets.
- Development and implementation of a BHRD Prevention strategic plan.
- Serve on BHRD management team, Plan Management Group and Quality Improvement Committee.
- Coordinate the delivery of services to youth and families involved in the juvenile justice system and act as the central point of contact between the Division and the juvenile justice system.
- Manage daily operations to include overseeing project activities, assessing issues and risks, scheduling and allocating of resources, budgeting, and ensuring timely and accurate completion of project assignments.
- Coordinate with schools and other youth servicing organizations as the central point of contact and internal authority for youth behavioral health services, prevention and mental health promotion.
- Participate in and/or lead effective benefit design for behavioral health services for children, youth and their families.
- Develop, coordinate and monitor the delivery of crisis services for youth and families to assure a continuum of crisis response delivery services in the least restrictive environment.
- Represent the county in meetings with County Council, state staff and with elected officials on issues affecting BHRD programs and services.
- Develop charter and scope of section projects, assuring project is aligned with County/Department strategies, initiatives and business needs or values.
- Establish measures of success, acceptance criteria, and methods to track, control, and report status of projects; determine financial and performance indicators and use evaluation of findings to redirect section projects; monitor and document progress of project; maintain auditable project files and report to division and department staff.
- Track budget, site visits, evaluations/performance measures and use of evaluation to make midstream updates and redirections.
- Prepare and coordinate the development of reports, Request for Proposals (RFPs), Request for Information (RFIs), development and monitoring of contracts, Memoranda of Agreements (MOAs) and negotiation with providers and departments and cities.
- Coordinate with Mental Illness and Drug Dependency, Best Starts for Kids and Veteran and Human Service Levy staff to provide accountability for all contracting, budget and

implementation of all initiatives.

- Responsible for all contract deliverables in local, state and federal grants, contract and legislation for youth, family and prevention activities in BHRD.
- Respond to requests from the King County Executive and the King County Council.
- Participate in and represent the Department in local and statewide policy development and initiatives that further behavioral health services for youth, prevention and health promotion.
- Perform other related duties as assigned.

**EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:**

1. Bachelor's Degree in Human Services or related field. Qualifying experience may substitute year for year of education.
2. At least five years recent experience working as a manager in human behavioral health and/or equivalent education on supervision and management skills and practice.
3. Knowledge of principles of equity and social justice and demonstrated ability to work with individuals and/or groups from diverse backgrounds.
4. Strong interpersonal skills including collaboration, team player and good listening skills.
5. Advanced knowledge of and recent experience in youth and family behavioral healthcare coordination such as organizing care activities among different services and providers, and across various facilities.
6. Advanced knowledge of evidence based youth treatment modalities and prevention programs.
7. Recent experience working with and advanced knowledge of the behavioral health residential treatment delivery system.
8. Knowledge and experience in Centers for Medicare and Medicaid Services (CMS) rules and regulations related to behavioral health and the Mental Health and Addiction Equity Act application to Medicaid programs.
9. Demonstrated ability to manage projects using current project management principles, methodologies and processes.
10. Experience implementing evidence based treatment approaches and recent successful collaboration with the juvenile justice system and court related programs servicing youth and/or families.
11. Experience developing, implementing and monitoring the outcomes of a crisis response system for youth.
12. Skill in organizing, planning, and executing large-scale, complex multi-phase projects requiring multiple organization integration from vision through implementation; skill in preparing detailed and appropriate project documentation.
13. Advanced skill in effectively communicating orally and in writing including making formal presentations to groups and committees; influencing decision makers in a political environment; and working with the media.
14. Skill in gathering, analyzing and synthesizing data; writing papers and reports including ability to present statistical and narrative information to non-technical stakeholders.
15. Skill in problem-solving, conflict resolution, and decision making; handling multiple competing priorities.
16. Desired Qualifications:
  1. Master's Degree in Human Services or related field and/or equivalent education and work experience.
  2. Knowledge of King County Recovery Plan, Mental Illness and Drug Dependency Sales Tax, Veteran and Human Service Levy and Best Starts for Kids program and other King County initiatives.
  3. Knowledge of Washington State Medicaid and non-Medicaid services and contracts,

including state contract and block grant requirements.

4. Knowledge of the King County behavioral health service system, social service network.
5. Possess registration as a mental health professional and / or chemical dependency or prevention professional.
6. In recovery or have lived experiences in behavioral health.