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## Program Manager - System of Care Development - CAFH

Child, Adolescent and Family Health

Full-time

723/725/727 Mass Ave-LOC14

### Posting Date

Sep 2, 2020

### Requisition Number

1269

### Number of Openings

1

### Job Description

#### Program Overview

The Early Childhood Mental Health Program sits in the Child, Adolescent, and Family Health Bureau. With funding from the Substance Abuse and Mental Health Services Administration (SAMHSA), the program has developed a model for delivering a full spectrum of Early Childhood Mental Health services integrated into primary care, the LAUNCH-MYCHILD Model (the Model). With a new SAMHSA award, the program will replicate the Model outside of primary care, focusing on infants and toddlers (birth to 48 months) who are involved with the state child welfare system. This grant is funded for 4 years (October 2019-September 2023) pending annual renewal from SAMHSA. It is the Family Independence, Resilience, Support, and Treatment System of Care (FIRST SOC).

Applicants are highly encouraged to include a Cover Letter written for this position specifically.

**Description:** The First SOC Program Manager for SOC Development (PMSD) is responsible for implementing local and statewide system of care development activities of the FIRST SOC grant as a member of an innovative public health unit addressing early childhood mental health (ECMH) needs in Boston and across Massachusetts. S/he will serve more generally as a point person on SOC development, building on this grant and any other appropriately collaborative initiatives to establish long term capacity within the Public Health Commission and across child-serving agencies in Massachusetts for building mental health systems of care.

#### Duties and Responsibilities:

- Oversee Local Governance Board, Boston Alliance for Young Children's Social Emotional Wellness, ECMH Capacity Collaborative, working collaboratively with a team;
- Develop and spearhead a statewide plan to sustain a system of care for children birth-48 months involved with the child welfare system, including website content management;
- Provide training, technical assistance, and coaching to providers/stakeholders in direct service implementation and community capacity building efforts;
- Assure all program components align with the Racial Justice and Health Equity goals of the Commission and broader community;
- Contribute to program performance in relationship to work plan based on grant application narrative derived benchmarks and short and intermediate term outcomes;
- Contribute to completion of annual program and fiscal reports as required by SAMHSA;
- Identify unmet ECMH stakeholder capacity needs and initiate new efforts to build capacity of all stakeholders across Massachusetts, including relationship building efforts with stakeholder groups across the state;
- Ensure that FIRST SOC objectives, activities, and interventions are consistent with and supportive of existing ECMH capacity building efforts and activities in Boston and across Massachusetts;
- Seek technical assistance from local and state teams, SAMHSA and other federal agencies, other grantees or other sources as needed to enhance program activities
- Other duties as assigned.
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**Supervision:** The PMSD is supervised by the Program Director. The PMSD works collaboratively with and reports to the Management Team of the Partnership for ECMH and SAMHSA leadership.

**Travel:** Regular local, intermittent regional/state, and occasional out-of-state travel required

#### Minimum Qualifications

- Bachelor's w/ 2 years relevant experience or Master's w/ 1 year's or Doctoral w/ 1 year's program management experience in child and family services, or related. Professional and lived experience may be considered in lieu of education.
- Strong familiarity with local and state service delivery systems including the Departments of Children and Families, Public Health, Early Education and Care, and MassHealth (Children's Behavioral Health Initiative).
- Demonstrated skills in community-lead capacity-building, principles of System of Care implementation, and to the intersection of both.
- Demonstrated commitment to identifying and meeting capacity-building needs of diverse, non-clinical stakeholders working to meet ECMH needs, including racial justice and health equity.
- Demonstrated commitment to family-centered care and to elimination of health disparities.
- Willingness to work as part of multiple diverse teams.
- Excellent organizational, writing, telephone, and communication skills (including online content, meeting facilitation and public speaking).
- Competent with data collection, data reporting, and evaluation.

#### Qualifications Highly Preferred

- Experience delivering trainings.

- Professional experience in one or more of the related service delivery systems.
- Bilingual capacity.

**Additional Information**

City of Boston Residency Required, A Criminal Offenders Records Information request must be completed for this position. However, a record is not an automatic bar to employment but is reviewed in relation to the job applied for., This position requires direct client/patient contact and as a result of such direct contact, certain immunizations will be recommended and/or required prior to commencement of employment duties., Any position that requires an advanced degree will be subject to education verification, This is a grant funded position, The Boston Public Health Commission is an EEO Employer and all applicants meeting the minimum requirements are eligible to apply, The advertised shift and schedule are subject to change at the departments discretion.

**Union Status**

Non-Union

**Grade**

SAL

**Pay Range**

\$60,000 - \$70,000

**Shift**

9-5 p.m. occasional evenings and weekends