

JOB SUMMARY

The Executive Director serves as the chief operating officer of the Behavioral Health Consortium, overseeing its daily operations and implementing the strategic goals and policies set by the Steering Committee. The Executive Director will lead the consortium in enhancing the behavioral health system within the rural county, ensuring effective collaboration among diverse stakeholders, including healthcare providers, law enforcement, judicial representatives, government officials, and community organizations. This role requires a dynamic leader with a strong background in behavioral health, excellent communication skills, and a proven track record in collaborative project management.

KEY RESPONSIBILITIES

Strategic Leadership and Vision

- Collaborate with the Steering Committee to develop and implement the consortium's strategic plan.
- Ensure the consortium's activities align with its mission to improve access to and the quality of behavioral health services in the county.

Operations Management

- Oversee the day-to-day operations of the consortium, ensuring efficient and effective implementation of initiatives and programs.
- Manage the consortium's budget, including monitoring and reporting on financial performance.

Stakeholder Engagement

- Build and maintain strong relationships with all consortium stakeholders, including facilitating regular communication and collaboration.
- Represent the consortium in public forums, serving as its primary spokesperson and advocate.

Program Development and Evaluation

- Lead the development, implementation, and evaluation of programs and initiatives to meet the consortium's objectives.
- Ensure that metrics and goals are established for each initiative, and track progress towards these goals, adjusting strategies as necessary.

Funding and Resource Development

- Identify and pursue funding opportunities to support consortium initiatives, including grants, donations, and partnerships.

- Manage the allocation of resources to ensure they are used efficiently and effectively to support consortium priorities.

Compliance and Governance

- Ensure the consortium operates within all legal and regulatory requirements, and adheres to best practices in nonprofit and consortium governance.
- Work with the Steering Committee to update policies and procedures as needed to reflect changes in the consortium's environment and objectives.

Community and Public Relations

- Enhance the consortium's public image and increase community awareness of behavioral health issues and the consortium's work.
- Develop and maintain partnerships with community organizations, government agencies, and other local, regional, state and federal entities to further the consortium's goals.

QUALIFICATIONS

- Master's degree in Public Health, Social Work, Healthcare Administration, or a related field; Ph.D. or Psy.D. in a behavioral health field is highly desirable, or a minimum of 5 years of leadership experience in the behavioral health sector, with a proven track record in managing complex stakeholder relationships.
- Strong knowledge of the behavioral health landscape, including current challenges and opportunities in rural settings.
- Demonstrated ability to lead collaboratively and build consensus among diverse groups.
- Excellent communication, negotiation, and substantive meeting content development and execution skills.
- Experience in program development, evaluation, and managing budgets.
- Familiarity with grant writing and fundraising for non-profit or healthcare initiatives.

WORK ENVIRONMENT

- This position is based in Jefferson County and may require travel within the county to engage with stakeholders and community members.
- The Executive Director will work in a variety of settings, including office environments, community meeting spaces, and at stakeholder locations.
- Role @ paid on monthly retainer rate, as Opioid Abatement funding budget and/or other procured grant funding allows, with some evenings and weekends required for meetings and community events.