



Regional Director of Behavioral Health

For more than 45 years, Buckelew Programs has been committed to the mission of providing mental health and addiction services that promote recovery, resilience and hope. The agency provides numerous essential community services throughout Marin, Sonoma and Napa counties ranging from supported housing and job training for people with mental illness to outpatient psychotherapy and other support for children, adults and families, as well as residential detoxification services, and a regional suicide prevention program and crisis hotline.

Under limited supervision, develops, organizes, administers, and oversees the clinical care and operations of the programs, utilizing evidence based best practice models. The Regional Director is responsible for developing services with community partners, promoting high quality customer service, providing clinical and administrative supervision to assigned Program Directors, maintaining culturally competent and quality services, marketing services and programs, and ensuring services are delivered within fiscal and budgetary parameters.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Serve on the Agency Senior Management Team with other senior staff.
- Participates in the development and implementation of the strategic plan with goals and strategies for the programs. Develops program goals with Program Directors and monitors progress.
- Promotes and develops a culture of growth, learning and collaboration across the programs. Coordinates and collaborates with directors of other Agency programs in respect to clinical planning, service delivery, budgeting and cross-program issues.
- Promotes services sensitive to the diverse ethnic populations of Marin, Sonoma and Napa County.
- Encourages a positive customer service orientation within the Agency and for consumers and families served.
- Remain informed about trends in programming, funding and staffing. Manages resources and implements changes as needed according to financial considerations, trends and clinical or program needs.
- Assist with budget and grant planning, preparation, monitoring, and reporting.
- Develops, administers and adheres to Agency Program budget(s), unit projections and other data measures. Assist Program Directors with budgeting and forecasting.
- Participates in grant proposals for the programs and promotes generation of revenue from private sources.
- Directly supervises program directors, including hiring, training, motivating, evaluating, and disciplining. Indirectly manages other staff in the programs. Encourages the professional growth of Program Directors and other program staff.

- Provides Leadership to Program Directors and Teams and for the Agency as a whole. Provides clinical leadership in respect to Agency-wide decision-making and problem solving that is consistent with the Agency mission, vision and values.
- Mentors staff around operationalization of Buckelew Program's systems of care.
- Participates in and utilizes opportunities that provide professional growth through attendance at Agency internal training and other conferences and by conducting consultation and education functions as indicated.
- Promotes delivery of high quality services, including evidence-based practices, and ensures compliance with Agency's Quality Improvement Plan.
- Identify, implement and monitor customer service standards to ensure the team is meeting internal and external customer needs, in a professional manner that recognizes the human potential for growth and change.
- In conjunction with the Director of Quality and Compliance, develop and monitor program quality assurance and evaluation systems, and oversee ongoing program contractual compliance.
- Design outcome objectives in collaboration with major funders. Oversee program delivery so that objectives are met or exceeded.
- Recommend to the CEO new services and programs, and/or modifications to existing programs to better meet client needs, and assist program staff in implementing approved changes.
- Serves as a representative / role model of Buckelew Programs with program consultants, consumers, families and the community as required. Projects a positive image to other agencies and general public.
- Represents Buckelew Programs at system wide community forums and reports / integrates information with Agency practices. Represent the agency at community and/or behavioral health systems of care meetings and maintain positive relationships with funding sources.
- Periodically attend program staff meetings.
- Be available to agency staff for emergency situations.
- Other, as delegated by the CEO.

QUALIFICATIONS:

Education and Experience: Master's degree in psychology, social work or related field with minimum of five years of increasingly responsible clinical, supervisory and administrative experience in mental health programs. Experience should include program planning, program development, program implementation, and management of multiple programs. Additional years of experience may be substituted for the Master's Degree. Licensed in CA as LMFT/LCSW/LPCC/PhD/PsyD strongly preferred.

Professional: Self-motivated, organized, flexible, able to effectively prioritize a wide range of responsibilities, able to delegate and motivate, and to supervise multiple programs and projects simultaneously. Must be able to meet deadlines, and demonstrate maturity, leadership and sensitivity to the needs of people with a mental illness and the community. Must have good written and verbal skills, and be able to work independently and in concert with others on a management team. Computer literacy and possession of a California driver's license

Skills and Abilities:

- Self-motivated and able to work independently as well as with a team.

- Candidate must have excellent organizational and administrative skills. Competence with Microsoft Office including Word, Excel, PowerPoint, Access and Outlook at an intermediate level. Internet skills including the use of online research. Experience with Electronic Health Record systems, preferably Credible. Keyboarding skills at 45 WPM or greater, with accuracy.
- Demonstrated planning, analytical and organization skills.
- Proven ability to partner with and support program leaders throughout an organization as well as with government agencies.
- Highly organized and able to effectively prioritize multiple tasks and responsibilities. Reliable, excellent attention to detail and accuracy. Must be able to maintain confidentiality.
- Have and maintain a valid California Driver's License and personal automobile with insurance coverage for use on the job.
- Able to pass Live Scan, Office of Criminal Justice and Department of Social Services clearances.
- Able to work well under pressure, with good judgment and decision making abilities.
- Working understanding of highly confidential environments and ability to maintain confidentiality.
- Supervisory skills.

Physical Requirements: Requires occasional lifting (up to 25 pounds), standing, walking, and reaching. Requires frequent hearing and talking. Nearly all work is performed in a comfortable indoor facility. Ability to maintain composure and work quality with some interruptions; regular local travel; involves frequent exposure to demands and pressures from persons other than immediate supervisor. Able to handle objects with both hands and the use of fine motor skills for the duration of a shift. Frequently operates a computer and other office productivity machinery, such as a calculator, copy machine, and computer printer. Vision requirements: Ability to see information in print and/or electronically; possess visual acuity to uses sharp knives and other kitchen equipment safely. Hearing requirements: Ability to hear information in person and by telephone.

About this Position: Full-time, exempt position with a typical work schedule of Monday through Friday; however, some weekend and evening work may be required to complete responsibilities.

Salary and Benefits: \$90,000 - \$110,000 annually. Employer-paid medical, dental and vision insurance, life and long term disability insurance, flexible spending accounts for medical, dependent care and transit costs, retirement savings plan, employee assistance plan and generous paid time off accrual.

Apply: <https://bucklew.org/get-involved/career-opportunities/>

AA/EOE