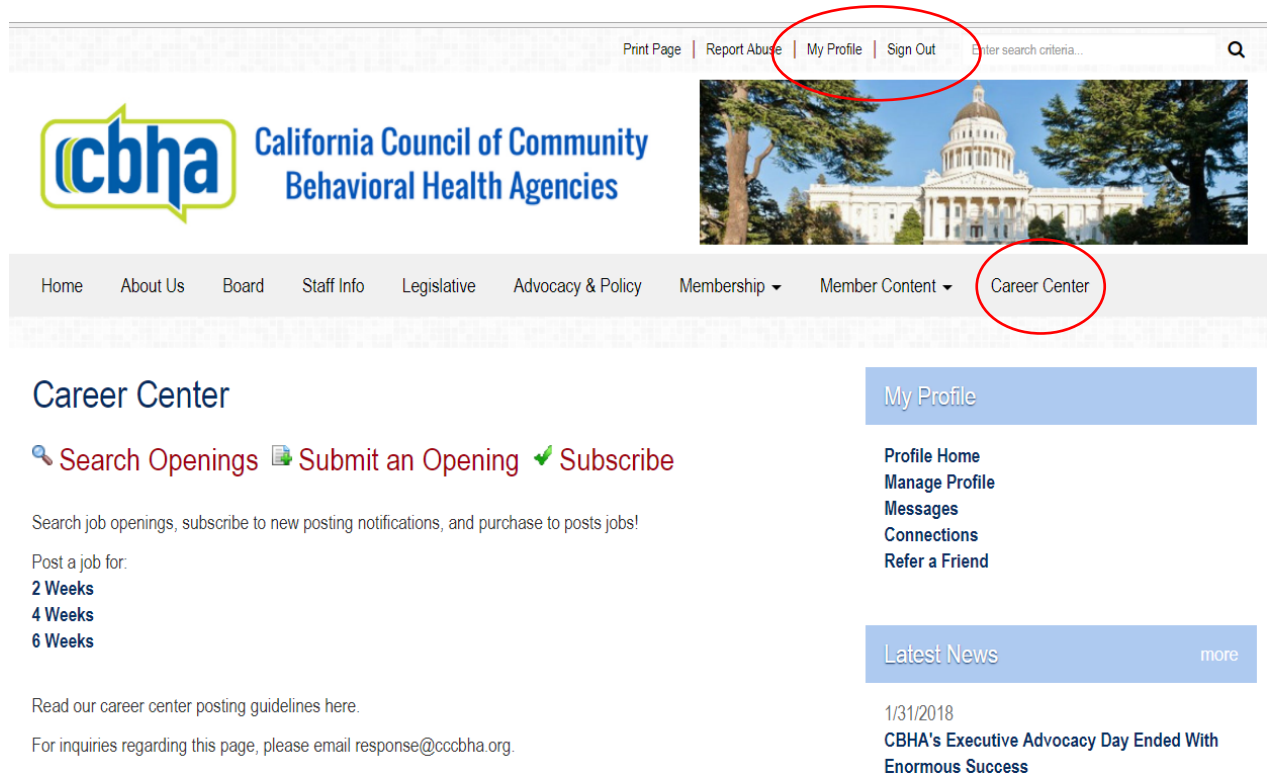


The guidelines below are in draft status. Edits or suggestions welcome. Please use track changes for editing.



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**cbha** California Council of Community Behavioral Health Agencies

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## Career Center

[Search Openings](#) [Submit an Opening](#) [Subscribe](#)

Search job openings, subscribe to new posting notifications, and purchase to posts jobs!

Post a job for:  
[2 Weeks](#)  
[4 Weeks](#)  
[6 Weeks](#)

Read our career center posting guidelines here.  
For inquiries regarding this page, please email [response@cccbha.org](mailto:response@cccbha.org).

### My Profile

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### Latest News

1/31/2018  
**CBHA's Executive Advocacy Day Ended With Enormous Success**

### Job Posting FEES (product created, inactive)

#### 30 Days:

Non-member: \$50

Member: \$35

#### 60 Days:

Non-member: \$90

Member: \$55

#### 90 Days:

Non-member: \$120

Member: \$75

### CBHA Job Quality & Inclusion Guidelines

CBHA is committed to helping non-profit behavioral health agencies, associations, and organizations grow by simplifying the process of attracting and hiring talented employees. It is therefore of equal importance that every job opening we present to our audience of job seekers is a real and meaningful opportunity to improve their careers and lives.

### Who can post jobs on CBHA?

CBHA accepts real, active job content from non-profit behavioral health agencies. **Job boards or other 3rd party companies may NOT submit content posted directly to their job boards / websites by the hiring employer, recruiter, or staffing firm.** Who is considered a 3rd party? Any party who is not the direct hiring company (i.e. direct employer) or authorized party performing a recruiting service for the direct hiring company (i.e. recruiting or staffing firm).

### **What job information is required?**

Job Title  
Date Opened/Deadline  
Job Location  
Job Description  
Job Category  
Job Field  
Link/pdf to actual job site (if available)

### **Application Instructions**

All submitted applications for your posted position must be sent to an email address provided by the nonprofit agency who posted the job opening, **NOT** to CBHA. Please identify this instruction **CLEARLY** when you are posting on the website.

### **What are your application flow requirements?**

All jobs should contain a full job description. There should be a clear call to action allowing the job seeker to apply from the job description page. Job seekers should be able to view and read the entire job description without a registration or login required, and there should be no fees to apply. The application process should not be intercepted by any 3rd party offers and we reserve the right to turn down advertisements with this type of flow. All personally identifiable information provided by job seekers in an application should be respected, private, and confidential.

### **What are some reasons my jobs might be removed from CBHA?**

Some of the reasons your jobs might be removed from CBHA include, but are not limited to:

- Job seekers are required to pay for a service to apply, pay for training, pay for training materials or pay for samples
- Job title contains city information that does not match job location
- Job title doesn't accurately represent job description
- Inaccurate, false or misleading information
- Requires the applicant to provide information relating to his/her (A) racial or ethnic origin (B) political beliefs (C) philosophical or religious beliefs (D) membership of a trade union (E) physical or mental health (F) sexual life (G) the commission of criminal offences or proceedings or (H) age, except where allowed by applicable law

CBHA reserves the right, with no liability or penalty, to remove any job posting, content, communication or information posted, which in the sole judgment of CBHA, violates or may violate our guidelines, applicable laws, rules or regulations; may adversely affect CBHA; is false, inaccurate, misleading, deceptive, fraudulent, libelous, defamatory, immoral, offensive, obscene, pornographic, disruptive, threatening, abusive or illegal; or which may violate or lead to the violation of the rights of, or harms or threatens the safety and privacy of any third party.

### **Proposed Job Categories:**

<b>Administration Communications Executive</b>	<b>Management Technology SUDs</b>	<b>Mental Health Adults/Older Adults Children's</b>
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