

ANDREW M. CUOMO
Governor

ANN MARIE T. SULLIVAN, M.D.
Commissioner

CHRISTOPHER TAVELLA, Ph.D.
Executive Deputy Commissioner

Director Mental Health Field Office 1

The New York State Office of Mental Health (OMH) is seeking a qualified candidate for the non-competitive policy influencing position of Director Mental Health Field Office 1, M-6, to direct the Hudson River Field Office. Under the general direction of the Executive Deputy Commissioner, the incumbent will direct the development, interpretation, and communication of OMH policies and initiatives to local governmental units, community mental health providers, and the general public; formulate and recommend policies, procedures, and remedial actions to OMH executive staff on issues related to community treatment program activities and local service delivery systems. The incumbent will also direct a multi-disciplinary team of professionals representing key mental health functional areas.

Specific duties include, but are not limited to, the following:

- Directs field office staff activities related to development, implementation, and evaluation of local mental health programs, and addresses policy questions and operational problems raised by local service providers.
- Monitors and oversees field office staff, program activities, and the delivery of services to ensure compliance with the New York State Mental Hygiene Law, federal standards for Medicaid reimbursement, and other applicable laws, rules, and regulations.
- Monitors and oversees all licensed programs and services to ensure the provision of quality mental health services in accordance with OMH policies and procedures.
- Works collaboratively with local governmental units, providers, and Central Office staff to identify unmet needs and issues in service delivery as they arise and recommends appropriate solutions to OMH executive staff.
- Reviews staffing configurations to develop and establish resource allocation plans; and targets resources to ensure funding for field office priorities.
- Develops program plans for State-operated and funded programs for clients within various populations and/ or cultures, and strategies to improve the operation of mental health services in the local service delivery system.
- Advises various Central Office programs, divisions, and bureaus on issues related to regional mental health planning.
- Responds to inquiries from outside consumer groups, families, the Legislature, the Division of the Budget, and other interest groups on behalf of the Governor and OMH executive staff.

- Solicits and facilitates participation by appropriate advisory committees, such as consumer and other citizen groups, and relevant professional and special interest groups in the development process of new initiatives and/or OMH policies.
- Works in partnership with other human service agencies to facilitate communication, improve agency collaboration, and better meet the needs of the constituencies served by multiple service systems.
- Supervises Field Office staff.
 - Analyzes staffing distribution, directs staff deployment to meet program needs and priorities, and reviews, monitors, and evaluates staff performance.
 - Identifies training needs and arranges for the provision of training.

Minimum Qualifications:

This is a full-time non-competitive position. The minimum qualifications for appointment to a Director Mental Health Field Office 1 position are: A Bachelor's degree in a human services field, hospital, healthcare, public or business administration, or a related field; and nine years of clinical, administrative, and/or supervisory experience in a mental health, public health, healthcare, and/or managed care setting. Four years of this experience must have been at a managerial level in at least one of the following areas:

- Policy development for a statewide public mental health program, public health, healthcare, and/or managed care program.
- Quality control, quality assurance, or quality improvement in a mental health, public health, healthcare, and/or managed care program.
- Program planning, design, implementation, or evaluation in a mental health, public health, healthcare, and/or managed care program.
- Allocation, budgeting, and claiming of OMH funding for local mental health programs.
- As a county director of mental health.

Application Procedure:

Qualified candidates must submit a resume via email to OMHHRM@OMH.NY.GOV. Resumes may also be submitted via fax at (518) 486-3897 or to Nicole Swankey, NYS Office of Mental Health, Bureau of Central Office Personnel Services, 44 Holland Avenue, Albany, New York 12229. Please include your email address on your resume. Please reference Vacancy ID #74841A.

Notes: Candidates are advised that, should they accept a job with OMH, they will be required to be fingerprinted and pay a fingerprint fee. NYS Office of Mental Health is an Equal Opportunity/Affirmative Action Employer.

For complete vacancy details, please see the following link:

<https://statejobs.ny.gov/public/vacancyDetailsView.cfm?id=74841>.