



***SAN FERNANDO VALLEY COMMUNITY
MENTAL HEALTH CENTER, INC.***
Moving Lives Forward

**Executive Recruitment
President/CEO**

The San Fernando Valley Community Mental Health Center, Inc. founded in 1970, is a private, non-profit agency dedicated to improving the mental health of individuals and families within the community. Primary emphasis is placed on providing culturally sensitive and linguistically relevant services to infants, toddlers, children, adolescents and transition age youth with serious emotional disorders, and services for adults and older adults with severe and persistent mental illness. The Center is committed to treating all consumers with dignity and enhancing their quality of life.

President/CEO Summary of Responsibilities:

The Board of Directors is seeking someone with a minimum of 10 years experience in an executive management role in a mental health treatment setting, and who has successfully secured county, state and federal funding for the development of integrated service network continuums. This position requires someone who can lead complex operational and strategic projects and work collaboratively with State and County departments, legislators, consumer groups and other stakeholders in the community. He/she brings an understanding of, and empathy for, the specific needs of people of all ages who suffer from mental health and substance abuse issues.

President/CEO Specific Job Duties:

- With the Center's mission in mind, guides the Center in all activities, program operations and business matters. Administrative responsibility for more than 500 staff, an annual program budget in excess of \$45,000,000 and a catchment area with two million residents.
- Responsible for the planning, implementation, operation, maintenance, evaluation and modification of all programs and services of the San Fernando Valley Community Mental Health Center, Inc., in accordance with policies established by the Center's Board of Directors.
- Develop annual contract and grant applications to multiple funding sources, including the Los Angeles County Departments of Health and Mental Health, Department of Children's Services, Los Angeles County Substance Abuse Prevention Control, Los Angeles Unified School District, Los Angeles Homeless Services Authority, and the State Department of Vocational Rehabilitation.

- Recruits, hires and provides direct administrative and programmatic supervision to the various departmental Directors of the Center: Director of Administration; Director of Development; Director of Information Systems; Director of Quality Assurance; Director of Finance; Director of Human Resources; Director of Adult Services; and Director of Child & Adolescent Services.
- Monitor and provide liaison to appropriate governmental and private agencies at local, state and national levels for planning and resource development purposes.
- Represent the Center at appropriate local, state, and national meetings, seminars, councils, and committees. Address community and governmental groups at all levels as an advocate for the Center and Comprehensive Mental Health Services.
- Coordinate all administrative activity with the Center's Board of Directors and various regulatory agencies at city, county, state and federal levels.
- Report to the Board of Directors concerning administration, budget, financial status, significant events, new program development, potential risks, and future plans.

Position Requirements:

M.D.; Ph.D.; LCSW, LMFT, MBA or MA in related field. Ten years minimum experience working in the field of mental health, social services or healthcare, most of which is in an executive management level with an annual budget of more than \$10 million.

ADA Specifications:

The San Fernando Valley Community Mental Health Center, Inc. is an equal opportunity employer.

Benefits:

Excellent Executive Benefit Package
Salary dependent on experience and qualifications

Application Procedure:

Qualified candidates are invited to submit a detailed cover letter, and a resume to:

*Search Committee
SFVCMHC
16360 Roscoe Blvd., 2nd Floor, Van Nuys, CA 91406
or via email at execsearch@sfvcmhc.org*