

## ABOUT MONO COUNTY

Wild by nature, Mono County is a destination that is full of adventure. Set on the eastern slopes of California's Sierra Nevada mountain range, Mono County is a rare environment of natural contrasts: soaring granite peaks & spacious desert vistas, quiet lakes, bubbling hot springs & cold mountain streams, winter snows & sunny summer skies, rolling sagebrush hills & vibrant wildflower meadows.



Photo: © Greg Newbry

Best of all, this natural playground is matched with a complete range of amenities & activities making it an ideal place to get away from it all. Enjoy an array of fine shops, restaurants & cafes, snowboard or bike down mountain trails, fish for trout, relax in a soothing hot spring, or paddle a kayak along the shore of an ancient inland sea.

The Town of Mammoth Lakes is the most populated area of Mono County & offers fine schools, shopping, dining & recreation.

The County Seat is located in picturesque Bridgeport located 360 miles north of LA and 182 miles SE of Sacramento.

The northern areas of the county include Topaz, Coleville & Walker. The southern areas of the county include Crowley Lake, Benton and Chalfant, June Lake, Lee Vining.

Rat Race? Looking for a lifestyle change with a great quality of life? Mono County is a sparsely populated rural county that offers numerous recreational opportunities for the outdoor enthusiast. Ski Mammoth, fish the Sierras, enjoy working where you vacation. An outstanding opportunity exists in the beautiful eastern Sierras.

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**BENEFITS:** *Mono County provides generous benefits, including 2% @ 60 PERS retirement; medical, dental, vision, and life insurance; 401(a) plan matching of deferred compensation contributions (up to 3%)*

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## TO APPLY

Application materials should be returned to:

County of Mono, CAO/HR  
P.O. Box 696, Bridgeport, CA 93517  
Telephone: (760) 932-5412  
Fax: (760) 932-5411

Email: [hr@mono.ca.gov](mailto:hr@mono.ca.gov)

[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

SPECIAL NOTE: The provisions of this job bulletin do not constitute an expressed or implied contract. The County of Mono reserves the right to make necessary modifications to the recruitment plan. The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Any questions or comments about the need for accommodation should be directed to HR.

## COUNTY OF MONO



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## INVITES APPLICATIONS FOR

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## BEHAVIORAL HEALTH CLINICAL PROGRAM MANAGER

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**FINAL FILING DATE:**

**Open until filled**

**First Review of Applications 12/2/2019**

**SALARY:**

**Range 82**

**HOURLY: \$37.52 - \$45.60**

**ANNUAL: \$78,034 – 94,850**

*Equal Employment Opportunity Employer*

## THE POSITION

Under direction, to plan, organize, develop, and direct the functions, services, and programs of the Mono County Behavioral Health Department's Clinical Programs; to be responsible for the development and evaluation of these programs and services; to establish assigned unit policies and goals within the general policies and goals of the County Behavioral Health Department; to provide clinical therapy services to clients; to serve as a liaison with community, regional, or State agencies as needed; and to do related work as required.

### Examples of Important and Essential Duties:

Manages, directs, and oversees the Substance Use treatment services of the Behavioral Health Department, including Drug MediCal; develops, administers, and evaluates Substance Use programs, including Drug MediCal, and treatment in consultation with the Director of Behavioral Health; collaborates Clinical Supervisor and clinical staff to develop, provide and evaluate evidence based, cost effective co-occurring disorders treatment; responsible for recruitment, selection, supervision, training, evaluation and scheduling substance abuse treatment staff; establishes administrative and clinical treatment procedures and processes for substance abuse services; works with Alcohol and Drug Administrator to develop plans for Alcohol and Drug/Prevention and Treatment; develops the unit budget and monitors financial reports; provides training and education for community organizations; serves as a liaison with community groups, and State and local agencies. Understanding of LPS law and current practice related to conservatees, 5150; participate in development and overview of "Restoration of Competency" programs within the county. Produce and/or provide regular trainings to staff to meet requirements and/or enhance programmatic understanding of best practices for SUD and MH; serves as a member of the Behavioral Health administrative team in setting Department goals and objectives; assists with establishing Department operating standards, policies, and procedures to comply with laws, statutes, and funding source requirements; designs and implements community outreach efforts; develops grant proposals; conducts community presentations; represents the Department with other County departments, regional sub-committees, community organizations, and other government agencies.

Provide to County Board of Supervisors updates and other presentations as needed. Attend state agency meetings, including SUD/SAPT, CBHDA, CWDA, CalQIC, etc.

Provide support to crisis team staff including shifts in the crisis call system.

## QUALIFICATIONS

### Knowledge of:

- Thorough knowledge of co-occurring disorders including harm reduction philosophy and concepts concerned with providing a unified SUD/MH program.
- Thorough knowledge of MHSA, State, Federal and Private funding that may have regulations and protocols.
- Federal, State and local laws, regulations, policies and standards pertaining to County Behavioral Health and Substance Use Disorder programs, including those pertaining to an individual's legal rights.
- Available community resources for substance use and mental health services and social supports
- Principles of program development and evaluation.
- Harm Reduction and Strength Based treatment models and philosophies
- Principles of staff supervision, training, and evaluation.

### Ability and willingness to:

- Assist the Director of Behavioral Health with the management and administration of the Department.
- Plan, organize, develop, and manage programs and services.
- Supervise, train, evaluate and motivate assigned professional and support staff.
- Perform a variety of mental health assessments and therapeutic services.
- Provide clinical therapy services.
- Communicate effectively both orally and in writing.
- Communicate effectively with people from diverse ethnic and socioeconomic backgrounds.
- Explain complex and technical terminology and concepts in an understandable and non-threatening manner.
- Direct the establishment and maintenance of a variety of personal, medical, and administrative records, clinical documentation, and related materials.
- Effectively represent the Behavioral Health Department in contacts with clients, the public, community organizations, other County staff, and other government organizations.
- Establish and maintain cooperative working relationships.

### Minimum:

Any combination of training and experience, which would likely provide the required knowledge and abilities, is qualifying. A typical way to obtain the required knowledge and abilities would be:

Three (3) years of licensed clinical experience at a level equivalent to Mental Health Clinician  
Completion of Master's degree in psychology, social work, counseling, public health, nursing or closely related fields from an accredited college or university  
"In-kind experience" in a Public Mental Health/SUD system can also, under certain circumstances, fulfill this requirement.  
Possession of, or ability to obtain, an appropriate valid California Driver's License.

**Special Requirements:** Possession of, or ability to obtain, a valid driver's license.

### **Physical Requirements & Working Conditions:**

Work is usually performed in an office environment; frequent contact with staff and the public. Incumbent may be subject to call-out after hours. Travel to county sponsored trainings, including some overnights.

## THE EXAM PROCESS

PHASE 1: The exam process includes an application, and resume.

PHASE 2: The exam process will include not only an interview, but also a review and practical demonstration of the required knowledge and abilities as stated on the application.

Photo: © Greg Newbry

