

## VACANCY POSTING

<b>POSITION TITLE:</b>	<b>Director of Behavioral Health</b>	<b>STATUS:</b>	<b>Exempt Full-Time</b>
<b>DEPARTMENT:</b>	<b>UMIT Health Services</b>	<b>SALARY:</b>	<b>Negotiable</b>
<b>SUPERVISOR:</b>	<b>Medical Director</b>	<b>POSTING:</b>	<b>April 18, 2024</b>
		<b>CLOSING:</b>	<b>Until Filled</b>

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## POSITION DESCRIPTION

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### JOB SUMMARY:

Under the supervision of the Medical Director, the Program Director is responsible for the operational, financial, and clinical operations of UMIT Health's Behavioral Health (BH) Program. This includes leadership, supervision, and guidance to program staff, leading efforts in UMIT BH integration, and identifying improvement opportunities and innovations designed to positively impact care delivery processes for UMIT Health's Behavioral Health participants.

### MAJOR DUTIES & RESPONSIBILITIES:

#### Director of Behavioral Health

- Leads the coordination and implementation of the BH integration process and the expansion of services to tribal citizens and Medicaid population.
- Provides in-depth evaluation of variable factors contributing to the BH program's ability to meet and exceed budgetary goals, standards of excellence, and highly effective program operations.
- Provide leadership and coordination to improve BH program efficiencies, effectiveness, and overall quality.
- Analyzes programs' data, including utilization trends, to ensure compliance and high-quality service delivery and adjusts as needed for the program's success; provides feedback and suggestions to the Medical Director.
- Manages the quality assurance process, including tracking, analyzing, and reporting on the overall status of program quality assurance, highlighting program quality and progress measures. Prepares quarterly reports on program progress and areas of improvement.
- Develop and implement procedures for a centralized location for BH documents, including reports, credentialing documents, policies, procedures, etc.
- Establishes collection and analysis of data to predict trends that will affect meeting BH program budgetary goals.
- Develops, recommends, implements, and facilitates policies, procedures, and workflow as new services are established.
- Assesses Quality Improvement (QI), and Risk Management (RM) needs by reviewing current practices and gathering, compiling, maintaining, and evaluating data related to staff, services performed, critical incidents/problems, and client feedback.
- Collaborates with UMT Health management team members in the ongoing development, direction, and management of the quality of care, appropriately utilizing service delivery.
- Coordinates and collects mandatory components of the BH program audit.
- Oversees quality and utilization monitoring activities and care coordination.
- Assures ongoing appropriate utilization of services through continuous measurement and evaluation. Stay updated with trends, advancements, and regulatory changes in pharmacy practice to ensure compliance and provide expert advice to healthcare providers.

- Other duties as assigned by the Medical Director.

#### **QUALIFICATION REQUIREMENTS:**

- Licensed for 5+ years as LCP or LCSW with a minimum of 3 years of supervisory experience. Must hold a current supervisory license.
- A minimum of 5 years of experience working in community-based mental health programs.
- A minimum of 5 years of program management experience, including program planning, management, coordination, training, and evaluation, and budgeting preferred.
- The ideal candidate would strongly understand Behavioral Health Disorders – including Mental Health and Substance Use Disorders.

#### **EDUCATION and/or EXPERIENCE:**

- Master's degree or Doctoral Degree in clinical psychology or related field required.
- A license to practice clinical social work (LCSW), Licensed Clinical Professional (LPC), or clinical psychology (Licensed PhD or PsyD) in Virginia is required.
- At least three (5) years of post-licensed experience in behavioral health, and within the three years, at least one (3) year to be in a supervisory role for the program and clinical services is required.
- Knowledge and competency in clinical services for children, youth, and families are required. Familiarity with clinical treatment models, laws and regulations, and standards of care as they relate to client treatment, patient rights, client/patient confidentiality, and other ethical issues is also required.

**Upper Mattaponi Indian Tribe**  
**Attn: Director of Behavioral Health**  
**Email: careers@umithealth.com**

***NOTICE: Qualified Native Americans will be given preference in employment as required by the Indian Self-Determination and Education Assistance Act (25 U.S. 450, ET. Seq) including other relevant laws. In accordance with Title VII of the 1984 Civil Rights Act, Sections 701(b) and 703(1), preference in filling all vacancies may be given to qualified American Indian candidates. In other than the proceeding situations, the Tribe is an Equal Opportunity Employer (EOE).***