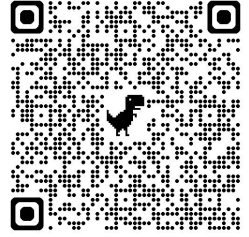




Supervising Mental Health Specialist - Operations



LINN COUNTY DEPARTMENT OF HEALTH SERVICES

Class Code: 716

AVAILABLE POSITION

Mental Health Administrative Supervisor – Operations
Mental Health Department (Classification 716)
Management Full Time (37.5 hours/week) position

ESSENTIAL FUNCTIONS:

Take the lead in monitoring, assessing, implementing, and training on daily operations of the Mental Health Program to ensure efficient and high-quality provision of services. Reporting directly to the Program Manager or assigned representative, this position will coordinate the daily operations of the Mental Health Program including developing and maintaining policies and consulting with other Program Supervisors on implementing efficient processes. This position will also work in coordination with other Health Department staff to manage updates and necessary changes to the electronic health record and other systems, ensuring timely rollouts, and providing technical assistance, education, and consultation for all Mental Health staff.

MINIMUM QUALIFICATIONS:

Ten years of experience working with and guiding a multi-disciplinary team that support people with severe and persistent mental illness is required with Bachelor's degree preferred. Four years in a leadership role or supervisory experience or any satisfactory equivalent combination of experience, education and training which demonstrates the ability to perform the work described. Registered as a Qualified Mental Health Associate (QMHA) with certification from the Mental Health and Addiction Certification Board of Oregon (MHACBO) is required. Must be able to pass a criminal history check and possess a valid Oregon drivers' license with an acceptable driving record.

SALARY, BENEFITS, COMPENSATION:

Linn County employees say their benefits play a large role in what makes the County such a great place to work. **We offer competitive benefit plans.**

- Medical, Dental, and Vision Benefits
 - Family plans are less than \$15 per month
- Vacation and Floating Days
- Paid Holiday Time
 - 10.5 paid holidays
- Sick & Bereavement Time
- Employee Assistance Program (EAP)
- County Paid Life and Long-Term Disability Benefits
- Longevity Incentive
- Public Service Loan Forgiveness
- Public Employee Retirement System (PERS)
 - Fully Paid by County

We offer a Work/Life Balance with our workweek is 37.5 hours. With our reduced schedule, it allows for a healthier work life balance.

For a full list of our benefits, please visit our Benefits webpage: [Benefit Summary](#)

SALARY RANGE: \$5,718 - \$7,214

CLOSINGDATE: Until Filled

HOW TO APPLY: www.linncountyhealth.org

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

A copy of the Job Classification for this position as well as the Employment application may be obtained from the Linn County Board of Commissioner's Office, Room 201, Linn County Courthouse, PO Box 100, Albany, OR 97321; at the Oregon Employment Division Office in Albany, or online at <http://www.co.linn.or.us>.