COUNTY OF LOS ANGELES
DEPARTMENT OF MENTAL HEALTH

CHIEF OF SOCIAL SERVICES, MH (UC)
(pending approval of this new classification by the Board of Supervisors on 08/22/17)

Filing Period: August 10, 2017—Until the needs are met
Annual Salary: $129,489—$195,992

POSITION OVERVIEW

Responsible for ongoing strategic development, oversight and evaluation of all clinical social personnel and services provided by the Department. All social services personnel in the Department maintain a dotted-line reporting relationship to this position. Ensures consistent standards, policies, and performance across the Department and, to the extent possible, with non-DMH entities which interface with our clients. Functions as subject matter expert on all matters relating to the practice of social services, including strategic direction and governance for services and service development; planning and performance, quality systems, and workforce safety.

This single-incumbent position reports directly to the Medical Director and is responsible for ongoing strategic development, oversight, and evaluation of all therapists throughout the Department. As assigned by the Director, may serve as lead “service chief,” for purposes of cross discipline participation in specific executive projects or meetings.

EXAMPLES OF DUTIES

Directly manages a small support staff (up to 3) which may include a clinician, analyst, staff assistant, and/or clerk.

Responsible for and reports on the ongoing development, review, and evaluation of standards of psychological care and all related policies, procedures, and practices to ensure compliance with all State and Federal laws and regulations as well as best practices (i.e. evidenced-based) in the field. Responsible for credentialing and monitoring adherence to existing parameters and guidelines.

Actively cultivates a “pipeline” of clinical social workers and marriage and family therapists talent to fill any vacancies in this discipline across the entire County. Coordinates with all relevant entities within the department to optimize social services recruitment, hiring, deployment, initial and ongoing training, retention and support. Oversees in collaboration with Human Resources performance management of all applicable personnel. Coordinates training functions with the Performance Bureau.

Works collaboratively with executive management, mid-level management, other clinical (service) chiefs, line staff, labor unions and administration in the pursuit, development and maintenance of Departmental programs and priorities.

Acts as consultant and liaison to other department, agencies, organizations, groups and individuals inside and outside the county in order to promote mental health programs. Helps implement new, effective assessment instruments, technologies, and/or treatments for psychological disorders or symptoms as they become available.

QUALIFICATIONS

A Master's degree in social work or marital and family therapy followed by extensive professional experience in the field, and three (3) years of which must have been in an administrative/managerial capacity in a large mental health program.
COMPENSATION & BENEFITS

The appointee will receive an annual salary, commensurate with qualifications and earning history, as well as an excellent program of benefits that allows employees to choose the benefits that meet their specific needs.

The benefit package includes:

* Retirement plan - a contributory defined benefit plan
* Cafeteria Benefit Plan
* Flexible Spending Accounts
* Savings Plan (401K)
* Deferred Compensation Plan (457)
* Holidays - 12 Paid Days Per Year

SELECTION PROCESS

Each candidate’s background will be evaluated on the basis of information submitted at the time of application to determine the level and scope of the candidate’s qualifications for this position. The resume should include any additional information which the candidate would like considered.

Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process. The names of the most highly qualified candidates will be submitted to the Director for final selection.

NOTE: Prior to appointment, an extensive background investigation may be completed on the candidate selected for this position.

FILING INSTRUCTIONS

Qualified candidates are invited to submit a statement of interest and their resume detailing education completed, positions held, current salary and special qualifications. Resume should include information required to determine if the candidate meets the Qualifications and Desirable Qualifications sections of this recruitment announcement.

Please submit your Statement of Interest and Resume to:

exams@dmh.lacounty.gov

In the subject line of the email, please indicate:

Chief of Social Services, MH

For additional inquiries, please contact:

Theresa Williams
DMH Human Resources Bureau
(213) 972-7085

This announcement may be downloaded from the COUNTY OF LOS ANGELES website at:


LICENSE: License as a Clinical Social Worker or Marriage and Family Therapist issued by the California Board of Behavioral Science Examiners.

A valid California Class C driver license or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

DESIRABLE QUALIFICATIONS

- Extensive and in depth knowledge of Federal, State, and accrediting agencies regulations regarding the administration and provision of mental health/client care services.
- Strong leadership and interpersonal skills including the ability to build and lead a team, motivate employees, and mobilize partnerships.
- Ability to develop and execute policies and programs for the improvement of mental health social services practices and operational efficiencies.
- Strong management, organizational skills and the ability to handle multiple, and highly sensitive priorities.
- Experience interacting with public officials, professional personnel, labor unions, advocacy groups, external organizations, and the public.
- Excellent oral and written communication skills.

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