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| <b>Job Title</b>      | Mental Health Integration Manager-Public Health Social Work |
| <b>PVN ID</b>         | VA-2210-005134  |
| <b>Category</b>       | Instruction and Social Service                              |
| <b>Location</b>       | OFFICE OF SR. UNIV DEAN FOR ACADEMIC AFFAIRS                |
| <b>Department</b>     | Human Resources Administration/Career Se                    |
| <b>Status</b>         | Full Time   |
| <b>Annual Salary</b>  | \$80,000.00 - \$80,000.00                                   |
| <b>Hour(s) a Week</b> | 35  |
| <b>Closing Date</b>   | Feb 24, 2023 (Or Until Filled)                              |

## General Description

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The Connections to Care (C2C) program, a ThriveNYC initiative, is a strategy that integrates mental health support into the work of community-based organizations to improve mental health and other outcomes of low-income and at-risk New Yorkers. C2C is a \$30 million public-private partnership and will reach up to 40,000 New Yorkers through its collaboration with community-based organizations (CBOs) and mental health providers (MHPs).

The Connections to Care program will integrate with Jobs Plus throughout 10 New York City Housing Authority (NYCHA) developments. Jobs Plus is a proven, place-based employment program designed to increase the earnings and employment of working-age residents in designated public housing developments or a cluster of developments. Jobs Plus is managed by the Human Resources Administration (HRA)/Department of Social Services (DSS) Career Services, within the Provider and Client Services and Special Projects unit.

Under the direction of the Director of Special Housing Employment Programs – Jobs Plus, the Mental Health Integration Manager will oversee implementation and oversight of the C2C program across all Jobs Plus sites; provide program planning recommendations to Career Services administrators; advise services to program providers on the integration of community-wide health strategies, public health social work and workforce development; and interpret activities in the field of clinical public health, social work and workforce development to internal and external stakeholders. The Mental Health Integration Manager will serve as a liaison between HRA/DSS Career Services with Jobs Plus, the Department of Health and Mental Hygiene and the Mayor's Office for Economic Opportunity.

**This is a full-time HRA grant-funded position with the Research Foundation of the City University of New York.**

## Other Duties

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## **Duties and Responsibilities:**

- Evaluates the performance of Jobs Plus providers in collaboration with a selected Technical Assistance and Training Provider to ensure that Jobs Plus programs are of appropriate quality and that resources are used effectively; provide recommendations for improvement when necessary. Performs operational assessments to assist in the enhancement and integration of the C2C program into Jobs Plus. Develops assessment standards of and monitors performance for providers. Conducts location visits on a quarterly basis. Collaborates with program staff to collect all C2C data and conducts data analyses to monitor progress toward program benchmarks, goals, and areas of improvement for Jobs Plus providers. Evaluates and determines the need for expansion of services within HRA/DSS Career Services the amount of emphasis it should receive in the total program.
- Develops and maintains cooperative working relationships with external governmental, CBOs, mental health providers, and HRA to coordinate delivery of services to C2C/Jobs Plus members. Works cooperatively with health, mental, and social service entities by sharing information, providing programmatic consultation and technical assistance on the subject matters of mental/public health and workforce development. Provide subject matter expertise to Jobs Plus Program Providers, HRA Administrators and any expansions related to mental health services to members participating in the Jobs-Plus program.
- Reviews and evaluates system-related issues and workflow efficiencies to ensure that the C2C/Jobs Plus locations and providers comply with contractual services and obligations while upholding the integrity of the best effective practices in public health and workforce development.
- Evaluates and interprets governmental and non-governmental regulations and contract service agreements affecting current C2C programs policies, procedures, and practices by participating in program planning, policy formulation, and identifying policy issues. Provides options for innovations and modifications to the C2C/Jobs-Plus program. Participates in the determination of organizational policies.
- Prepares drafts, reports, and correspondence by researching material and conducting surveys.
- Participates and conducts meetings and conferences. Represents C2C/Jobs Plus at local events, community gatherings, or workshops and trainings, as requested. Facilitates C2C initiative-based information session activities for stakeholders and Jobs Plus Program Providers.
- Assess the Technical Assistance and Training needs of Jobs Plus staff and provides recommendations on effective coaching strategies, learning network sessions and trainings in an effort to build program and staff capacity.
- Ability to travel throughout the 5 boroughs in NYC.

## **Other Duties**

Other duties as assigned by the Director of Special Housing Employment Programs – Jobs Plus

## **Qualifications**

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### **Minimum Qualification Requirements**

- Bachelor's Degree and three years of experience in community work or community centered activities in an area related to duties described above;
- Education and/or experience/or certification of specialization in a related field to duties described above;
- Strong communication skills and ability to work collaboratively and across disciplines are necessary;

- Knowledge of basic counseling interventions;
- Strong communication skills and ability to work collaboratively and across disciplines are necessary;
- Must possess excellent interpersonal, verbal and written communications skills and proficiency in Microsoft Word, PowerPoint, Excel, Outlook, and other Microsoft Office applications;
- Exceptional organizational, time-management and multi-tasking skills, including the ability to take initiative, prioritize duties, and work both independently and within a team environment is a plus.

### **Preferred Skills**

- We seek candidates with demonstrated relevant work experience and implementation expertise. Applicants who possess some but not all preferred skills may apply. 5-7+ years' work experience working in mental health and/or substance use, or related area. Experience in a supervisory, management or leadership role preferred.
- A Master's Degree in social work, human services, urban studies or related field.
- A valid Licensed Master of Social Worker (LMSW) or Licensed Clinical Social Worker (LCSW) or relevant Certification.
- Experience in the field of Social Work.

### **Physical Requirements**

- Due to the Covid-19 pandemic, this position currently is a hybrid position. The in-person location of the position operates in a professional office environment.
- This role does require travel between Jobs-Plus Program Sites for events, observations, and trainings. Selected applicant must be willing to travel throughout the 5 boroughs in NYC.
- This role routinely uses standard office equipment such as personal computers, laptops, tablets, smart phone, photocopiers, filing cabinets and other presentation materials.

### **EEO**

We are committed to enhancing our diverse academic community by actively encouraging people of any race, color, religion, gender, gender identities or expressions, sexual orientation, national origin, genetics, disabilities, age, or protected veteran status to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. CUNY is an EEO/AA Employer.