



DEPUTY COMMISSIONER OF BEHAVIORAL AND COMMUNITY HEALTH
FOR MENTAL HYGIENE

Salary Range: \$99,933 - \$144,974

This position works under the direction of the Commissioner of Behavioral and Community Health and is charged with the formulation and administration of policies, programs, and procedures for the division of Mental Hygiene. The incumbent assumes full managerial duties and/or oversight in areas such as civil service administration, strategic planning, departmental organization, budgeting and financial management, and personnel development with supervision exercised over professional and support personnel. In the absence of the Commissioner, the Deputy Commissioner will act for and on behalf of the Commissioner for non-medical related matters. Travel in the course of a workday may be required and assignments outside of normal working hours may be given. Direct and general supervision is exercised over subordinate department employees.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does preclude assignment of activities not listed which could be reasonably expected to be performed by an employee in this title. Exercises administrative direction and supervision over all activities related to behavioral health; oversees and directs community mental health, chemical dependency, and intellectual and developmental disabilities services; coordinates mental hygiene services with other authorized public health and mental health agencies and groups; Plans, organizes and supervises community mental health, chemical dependency, and intellectual and developmental disabilities services; interprets activities to the community in promoting maximum use of community mental health, alcoholism and chemical dependency, and intellectual and developmental disabilities services; serve as the Director of Community Services for the local government unit (LGU) to oversee, plan, advocate, budget, operate services as needed, and other duties as specified in Mental Hygiene Law Article 41; represents the County and department on various committees and with the media; assists the Commissioner in carrying out all operations of the department.

MINIMUM QUALIFICATIONS:

Must meet the minimum qualifications set forth in New York State regulation 14 NYCRR 102.6:

(a) Each director of community services appointed on or after the effective date of this Part shall meet the following requirements:

- (1) the individual shall be a physician licensed to practice medicine in New York State who shall be deemed board certified or board eligible in psychiatry, neurology, pediatrics; or
- (2) the individual shall be a psychologist who is currently licensed as a psychologist by the New York State Education Department; or
- (3) the individual shall have obtained a master's degree in social work, and is currently licensed as a licensed master social worker or as a licensed clinical social worker by the New York State Education Department; or
- (4) the individual shall have obtained a master's degree in psychiatric mental health nursing and shall be licensed by the New York State Education Department as a registered nurse; or
- (5) the individual shall have obtained a master's degree in rehabilitation counseling, psychology, social work, public health administration, public administration, hospital administration, human services administration, business administration or other equivalent degrees as determined by a curriculum reviewed and approved by the New York State Education Department; and
- (6) the individual must have obtained a degree or degrees from a college or university recognized by the New York State Education Department; and
- (7) the individual with a doctoral degree or medical degree, or an individual with a master's degree shall have had at least five years of progressively responsible clinical and/or administrative experience in a governmental, private, not-for-profit or proprietary program providing services for people who have a diagnosis of mental illness, mental retardation, developmental disability, alcoholism or substance abuse. At least two of the five years shall include functioning in an administrative capacity for the management of a program in which the candidate was responsible for the overall direction and control of an identifiable organizational unit or program. Such experience shall be specifically related to the powers and duties of the director of community services in accordance with section 102.7 of this Part.

(b) When a local governmental unit appoints a director of community services with an administrative degree as defined in paragraph (a) (5) of this section, the local governmental unit shall also designate a senior level clinician with responsibilities for supervision of clinical services. Such designee shall have a clinical degree and licensure or certification in addition to demonstrable clinical work experience.

14 CRR-NY 102.6

Current through June 30, 2017

RECOMMENDED MINIMUM QUALIFICATION:

In addition to meeting the minimum qualifications, it is recommended that the candidate have five (5) years of full-time paid clinical, administrative, and management work experience which involved the responsibility for planning, directing, and coordinating the work of substantial number of staff and disciplines performing several separate functions.

SPECIAL REQUIREMENTS:

Possession of a New York State Driver License at time of application and to maintain the position.

Resident of Dutchess County at time of appointment.

FINGERPRINTING: A fingerprint supported background investigation is required before an appointment is made to some positions. Pursuant to New York State Executive Law, the Division of Criminal Justice Services requires that a fee accompany each such request for a search. It is due once a job offer is made and accepted by the applicant.

For immediate consideration, submit an application on or before October 16, 2017 to:

Dutchess County Department of Human Resources
22 Market Street, Poughkeepsie, NY 12601
Phone: 845-486-2169
Website: www.dutchessny.gov
An EEO/AA Employer

Posted: 9/15/17