The Texas Institute for Excellence in Mental Health (TIEMH), housed within the School of Social Work, University of Texas at Austin, is seeking a full-time implementation specialist to support our work with the Texas Department of State Health Services Home and Community Based Services – Adult Mental Health (HCBS-AMH) project. This position will involve providing technical assistance to select organizations throughout the state involved in implementation of the HCBS-AMH project. TIEMH serves as the primary implementation support for HCBS-AMH. As a part of that support, TIEMH provides technical assistance to 1) organizations applying to be a HCBS-AMH provider or recovery manager, and 2) to organizations implementing HCBS-AMH as a provider or recovery manager. This role will involve a variety of complex activities and strategies driven by implementation science. Implementation will take place across the state and will require regular travel. Salary is commensurate with experience.
The position is listed with the University of Texas at Austin as Implementation Specialist job number 15090401805.

Link to the full job posting: https://utdirect.utexas.edu/apps/hr/jobs/nlogon/150904018105

If you have any questions about the position please email Dr. Erin Espinosa:
erin.espinosa@austin.utexas.edu<mailto:erin.espinosa@austin.utexas.edu>;

Opportunity to apply will end close of business (COB) on September 30th, 2015.

Program Coordinator - Implementation Specialist

Hiring department Cswr-PI-Espinosa

Monthly salary $3,750+ depending on qualifications

Hours per week 40.00 Standard from 800AM to 500PM

Posting number 15-09-04-01-8105

Job Status Open

FLSA status Exempt

Earliest Start Date Immediately

Position Duration Terminates on 08/31/2016

Position open to all applicants

Location Austin, TX (off-campus)

Number of vacancies 1

General Notes

None provided

Required Application Materials

- A Resume is required in order to apply
- A Letter of Interest is required in order to apply.
- A List of 3 References is required in order to apply.

Additional Information

Purpose

The person filling this position will provide technical assistance in the implementation of the Home and Community-Based Services-Adult Mental Health (1915i) including organizational support for implementation and state guidance on project efforts.

Essential Functions

Coordinate the policy academy to prepare organizations for the open enrollment application process and documentation / up front administration duties needed for the project. Provide support around tool development, as needed by organizations to conritubte to the overall effectivenss of the project. Provides regular onsite and/or virtual technical assistance to community organizations as they prepare to implement or are in the process of implementing services and/or service coordination. Provides technical assistance and support to organizational administrators and managers to enhance their implementation through changes in organizational policies and practices. Utilizes data to identify needs for quality improvement through the coordination of plan, do, study, act (PDSA) cycle and develop state and/or local quality improvement plans. Provide organizational support through community asset mapping, gap analysis, stakeholder outreach and partnership development, process mapping and other implementation measures. Develop and disseminate state-wide support on training curricula and other implementation documents and supports Prepares reports for project funders and presentations or publications for dissemination of information related to the project.Other related functions as assigned.

Licenses: Class "C" Operator's Driver's License. Applicant selected must provide a current three year Driving Record from the current state of residence. If not currently a Texas resident, must obtain a Texas Driver's License within 30 days after entering Texas as a new resident.

Marginal/Incidental functions

Other related functions as assigned.

Required qualifications

Bachelor's degree in Psychology, Counseling, Social Work or related field. Five years of experience coordinating or administering a program. At least two years experience providing services to adults or children with mental health needs or challenges with developmental delay.

Organizational expertise preferred. Equivalent combination of relevant education and experience may be substituted as appropriate.

Preferred Qualifications

Master's degree and licensure in psychology, counseling, social work, education, or similar field. Experience with group facilitation, organizational process measures, and plaanning activities.

Working conditions

May work around standard office conditions Repetitive use of a keyboard at a workstation

A criminal history background check will be required for finalist(s) under consideration for this position.

The retirement plan for this position is Teacher Retirement System of Texas (TRS), subject to the position being at least 20 hours per week and at least 135 days in length.

The University of Texas at Austin is an Equal Opportunity Employer with a commitment to diversity at all levels. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, age, disability or veteran status. (Compliant with the new VEVRAA and Section 503 Rules)

If hired, you will be required to complete the federal Employment Eligibility Verification form, I-9. You will be required to present acceptable and original documents to prove your identity and authorization to work in the United States. Documents need to be presented no later than the third day of employment. Failure to do so will result in loss of employment at the university.

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