

<b>Job Title</b>	Mental/Behavioral Health Program Coordinator
<b>Employer/ Agency</b>	Harris County- Public Health Services
<b>Job Description</b>	<p>Under the direction of the Mental/Behavioral Health Program Manager and with some oversight by the Nutrition and Chronic Disease Prevention Division Director, the Mental/Behavioral Health Programs Coordinator will perform a variety of public health planning, trainings, assessments, evaluations, and capacity-building activities impacting mental/behavioral health. Functions as a part of a multidisciplinary team that will provide direct services including individual (including youth), couple, family and group therapeutic services to patients, including assessments, treatment plans, and discharge planning.</p> <p><b><u>Duties and Responsibilities:</u></b></p> <p><b>Community Health Improvement Planning</b></p> <ul style="list-style-type: none"> <li>• Coordinates planning activities that involve broad stakeholder participation, assessments, priority setting, action plan development, work plan oversight, sustainability planning, and evaluation to improve community health and create more equitable health conditions.</li> <li>• Serves as a liaison and facilitator for other community planning activities internal and external to Harris County Public Health (HCPH) to identify and advance priority public health issues at a systems and policy level.</li> <li>• Engages the public directly in planning, problem-solving, and decision making for community health improvement initiatives.</li> <li>• Provides clinical services.</li> <li>• Coordinates and assists with strategic planning, monitoring, and evaluating behavioral/mental health programmatic activities.</li> <li>• Identifies and promotes equitable best practice strategies to inform and address public health practice internal and external to HCPH.</li> <li>• Reports progress to supervisor and for public information/utilization as well as provides advice regarding regulations and funding.</li> </ul> <p><b>Clinical Care</b></p> <ul style="list-style-type: none"> <li>• Addresses referrals from providers including referrals via warm hand-offs.</li> <li>• Participates and daily huddles to assess needs and coordinate services.</li> <li>• Maintains weekly scheduled appointments in our electronic records systems.</li> <li>• Provides therapeutic services to patients and their families.</li> <li>• Works in collaboration with multidisciplinary team members including external partners.</li> <li>• Completes required documentation and paperwork including biopsychosocial assessments, treatment planning and implementation in a timely manner.</li> <li>• Participates in our SBIRT program.</li> <li>• Demonstrates cultural competency and commitment to patients.</li> <li>• Demonstrates commitment to the philosophy of the agency.</li> </ul> <p><b>Supervision and Capacity-Building</b></p> <ul style="list-style-type: none"> <li>• Supervises, interns, or volunteers for assessment and community health improvement planning activities.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provides and coordinates capacity-building efforts within and external to HCPH, including, but not limited to staff engagement, sector-based engagement, and institutional policy change.</li> <li>• Utilizes various communication and outreach tools to support stakeholder engagement activities.</li> <li>• Possess oversight and implementation of special projects to mental/behavioral health internal and external to HCPH.</li> </ul> <p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>• Coordinates and implements strategies to assess targeted public health issues and root causes (e.g. social determinants of health) across various populations.</li> <li>• Identifies and gathers qualitative and quantitative data, and other information (e.g. health-related literature, policy briefs, legislative and regulatory documents, etc.).</li> <li>• Works collaboratively with internal and external stakeholders (i.e. traditional and non-traditional partners) to analyze population and community health indicators in a coordinated fashion, achieves standardization where appropriate, and ultimately guides community health improvement planning and policy efforts.</li> <li>• Assists with development of recommendations to improve assessment and implementation of mental/behavioral health and related programs/services within HCPH internal programs as well as continuous monitoring and modification</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Performs other duties as assigned, including special tasks involved in responding to an emergency event.</li> <li>• Understands, maintains, and promotes the departmental mission values, including those related to health equity and the application of social determinants of health to areas of oversight.</li> </ul>
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<p><b>Qualifications</b></p>	<p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>• Master's degree in social science, social work, public health, mental health counseling or related field; <i>and</i></li> <li>• Licensed Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT), Licensed Professional Counselor (LPC).</li> <li>• One (1) year of experience with community engagement, including, but not limited to coalition building and participation, relevant/related field experience in public health areas such as research, evaluation and project management, and experience giving public presentations.</li> <li>• One (1) year of work experience related to social, emotional, and/or mental health and well-being (activities, programs, internships/fellowships, direct patient clinical care).</li> <li>• Intermediate proficiency skills in Microsoft Office Suite.</li> <li>• Must have knowledge of the principles, tools and strategies used in stakeholder engagement, assessment, planning and evaluation.</li> </ul> <p><b>NOTE:</b> To qualify for this position, required education, experience, knowledge and skills must be clearly stated on your application's employment history. Resumes are welcome, but <u>we do not use</u> any information provided on your resume to qualify and refer you to the Hiring Department for consideration.</p>
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<b>Salary/Hours</b>	Full-time
<b>Employer/Agency</b>	Harris County- Public Health Services
<b>City, State, Zip</b>	Houston, TX
<b>Email Address</b>	If you need special services or accommodations, please call (713) 274-5445 or email <a href="mailto:ADACoordinator@bmd.hctx.net">ADACoordinator@bmd.hctx.net</a>
<b>Application Method</b>	<a href="https://www.governmentjobs.com/careers/harriscountytexas/jobs/2770721/mental-behavioral-health-program-coordinator">https://www.governmentjobs.com/careers/harriscountytexas/jobs/2770721/mental-behavioral-health-program-coordinator</a>
<b>Opening Date</b>	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [mswjobs@central.uh.edu](mailto:mswjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.

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