

MENTAL HEALTH ASSOCIATION OF NYC, INC.

Geriatric ACT Team

MHA-NYC is seeking a Director to lead the Geriatric ACT (Assertive Community Treatment) Team working with older adults in the Bronx. The Director is responsible for the day to day oversight and coordination of a team of professionals bringing a full range of psychiatric rehabilitation services to people in the community. Responsibilities include supervision of staff, maintaining compliance with funding regulations and fidelity to ACT model, closely monitoring the program's billing/utilization and revenue, managing a small caseload, developing and maintaining relationships with the community and other services providers. Position requires community based work and flexible hours.

Reports to: Assistant VP of Programs

Major Job Duties/Responsibilities:

- Provide ongoing clinical and administrative supervision for ACT Team members
- Ensure that the ACT Team is adhering to program policies and procedures based on Geriatric ACT model
- Ensure the use of Evidence Based Practices within the program, including Integrated Illness Management and Recovery (I-IMR), Helping Older Persons Experience Success (HOPES), and Integrated Dual Disorder Treatment (IDDT) (position does not require prior knowledge of I-IMR, HOPES or IDDT)
- Closely monitor billing and revenue (Medicaid, Medicare) and promptly address challenges that are preventing the program from receiving reimbursements.
- Submit Quality Improvement (QI) reports, outcome data and other required reports in a timely fashion and attain satisfactory audit ratings
- Facilitate daily team meetings
- Coordinate program coverage, ensuring adequate staffing and 24 hour staff availability
- Maintain positive connections with community, referral sources and collateral service providers including the establishment of Linkage Agreements
- Work as part of the team in the community, meeting directly with consumers and providing services
- Requires some evening/weekend hours and 24/7 on call availability.
- All other duties as assigned

Qualifications:

- Master's degree (license preferred) in social work, psychology, rehabilitation counseling or related field required OR licensure/registration as a registered nurse or physician
- 4 years of experience working with an older adult, SPMI population required
- 2 years supervisory experience required
- Excellent organizational and communication skills, both written and verbal
- Excellent computer literacy skills
- Understanding of Evidence Based Practices
- Bilingual/bicultural a strong plus

How to Apply

Please send resume and cover letter to Angela Mora-Vargas at amora-vargas@mhaofnyc.org
Please include on Email Subject Line: 'ACT Team Program Director Position'