



Kim Sirois Pita
Board Chair

Luis B. Pérez, LCSW
President & CEO

Mental Health Connecticut is a statewide not-for-profit agency that provides direct services to adults with severe and persistent mental illness, presents workshops about mental health, and mounts reform efforts to help shape state policies and laws.

MHC has an immediate full-time opening (Mon-Fri: first shift, with flexibility as needed for program needs) for a Program Manager position within the Danbury area. This position will be responsible to oversee the day-to-day operations of one or more programs determined by the Director of Residential Services.

Reports to: Director of Residential Services

The Program Manager responsibilities include:

- Assist fellow program managers and work leaders at the site in assuring the smooth operations of the programs.
- Assure that quality recovery-oriented, culturally and linguistically appropriate, person and family-centered, trauma informed, and gender specific services are provided in each program to achieve the goals and objectives that every person in recovery aims to accomplish in each program.
- Manage direct service programs by training, teaching, developing and role modeling for residential counselors and other staff members via consistent and open communication and other methods that produce high levels of employee engagement.
- Interview, screen, recommend hiring of and orient such program staff.
- Supervise program staff so that they provide effective and efficient direct service in keeping with our mission, service standards and values.
- Interview, screen, and recommend for admission to program persons in recovery.
- Collaborates with the Director in the CARF accreditation survey process.
- Provide direct service as needed.
- Maintain safe and healthy facilities.
- Represents and implements the MHC mission and philosophy by maintaining cordial relations with other agencies, DMHAS, and the community.
- Willing and able to drive a personally owned vehicle locally and within the state.
- May be on call and required to carry a cell phone to respond to emergency situations while off site/duty. Assists in night, weekend, holiday and emergency coverage.
- Emergency coverage may occasionally require remaining on site until relieved.

Education and/or Experience: Bachelor's degree in a social science or related field and a minimum of three years' experience at MHC or five years in community mental health. Prior supervisory experience required. Equivalent years of experience may be substituted for education requirement. Advanced degree, license and or certification preferred.

Certificates, Licenses, Registrations: Valid CT driver's license, auto insurance and registration.

If interested in any of these opportunities, please forward cover letter and resume to:
MHC Human Resources

61 South Main Street
West Hartford, CT 06107
Fax: 860-529-6833
hr@mhconn.org

No Phone Calls Please
EOE

