



Equal Opportunity Employer
Minorities/ Females/ Veterans/ Disability/ Sexual Orientation/ Gender Identity

(Revised)
PROGRAM DIRECTOR
Apartment Treatment Program

Job Description

The Program Director has two major areas of responsibility; administrative and supervisory responsibilities of the Apartment Treatment Program in accordance with the New York State Office of Mental Health regulations (Part 595) and NYS Office of Medicaid Inspector General (OMIG). The Program Director is responsible for the overall operations and the rehabilitative services provided by the staff utilizing person centered principles of recovery for severely and persistently mentally ill adults. The Program Director provides supervision of three Unit Directors and the Clinical Coordinator. The Program Director is responsible for ensuring that all services are provided in compliance with all regulatory agencies and in accordance with the philosophy, mission, goals and policies of Geel.

CHANGE IN QUALIFICATIONS (3/8/19) – Prior Applicants May Reapply

Qualifications

Education: MSW required. LMSW preferred.

Experience: Applicant must have at least 3 years' experience working with stated population in a similar setting, one of which must have been in a supervisory or administrative capacity. Applicant must be computer literate and must have excellent verbal and written communication skills. Knowledge and experience working with NYS OMH regulatory agency a plus.

Salary: Annualized at Mid \$60's

Hours: Monday – Friday; 9:00 am – 5:00 pm. Flexibility required to accommodate crisis or otherwise unforeseen situations requiring supervisory oversight

Physical Limitations & Requirements:

Applicant must be able to access areas above first floor of program facility, must be able to travel to different locations within the community, and must be able to demonstrate proper cleaning and apartment maintenance methods to residents in addressing their activities of daily living.

To Apply: Please submit resume and cover letter which MUST specify position and program to website: <http://www.geelcs.org/employment/jobemp/index/87>