

Western Montana Mental Health Center
7 13th Ave E
Polson, MT 59860
Phone: (406) 872-0474

Position: Program Manager II (Lake House)

Close Date: Open Until Filled

Hours: Full-time

Job Summary: Responsible for providing crisis evaluations, therapy and clinical direction, and planning for teams of professionals and para-professionals providing an array of support and therapeutic services to their families in crisis services. Serves as site-based Mental Health Professional for Lake House.

Essential Job Responsibilities:

- Develop, monitor, and administer Crisis Programming in conjunction with program supervisors.
- Assisting with hiring, training and evaluating staff in crisis services.
- Actively nurture working relationships with community resource agencies through networking and education to facilitate services for customers.
- Participate with local management team in establishing agency priorities, planning, providing for equitable resource Distribution, and reviewing of agency policies.
- Ensure proper record keeping and documentation throughout program.
- Ensure adherence to all mental health laws and consumer rights throughout the program.
- Promote positive image of WMMHC services throughout the community.
- Coordinate programming for Adult programs.
- Work with Crisis Response Team to ensure that appropriate admissions and discharges occur within funding and clinical parameters.
- Develop and promote service approaches that empower staff and consumers.
- Modify and improve existing services, as needed.
- Complete evaluation, individual and group therapies, treatment planning, and consultation with outpatients.
- May conduct emergency detention evaluations and second opinions on as needed bases.
- Provide clinical direction for Lake House
- Ensure provisions of clinical training and supervision to all new staff
- Recommend hiring, disciplinary, and any personnel action to Executive Director

Job Requirements: Through knowledge of family and general systems theory, principles and techniques of program development, effective treatment approaches for adults with serious mental illness; knowledge of dynamics of human behavior and social relationships; basic understanding of administrative principles including budgeting, public relations and personnel management; knowledge of supervisory theory and techniques.

Ability to effectively provide direction, training, and clinical supervision to a group of professionals representing various educational backgrounds; ability to relate effectively with staff, clients, family members, and other professionals in the community; ability to evaluate current services and develop additional services as needed; ability to communicate effectively.

Education & Knowledge: The above knowledge and abilities are typically acquired through a combination of education and experience equivalent to a Master's degree in Social Work, Psychology, or related field and (3) years of progressively responsible clinical experience in programs serving seriously mental ill adults and their families. Supervision experience is preferred, though not required. This position requires appropriate licensure and certification, or ability to obtain certification, as a Mental Health Professional in the State of Montana.