

County Administrator – CMSU

Danville, PA

Salary Range: \$71,662.00 to \$120,023.00

The CMSU (Columbia, Montour, Snyder, Union) Counties Service System has an opening for an Administrator to oversee and lead County programs.

This is a career opportunity in the administration of a County Behavioral Health & Development Service system which provides mental health, drug & alcohol and intellectual disability direct services.

The ideal candidate should be experienced across all functions, demonstrate industry expertise and be a powerful communicator.

CMSU provides a full range of services to eligible individuals through on-staff programs or contracts with licensed providers.

As a local government agency, the primary funding sources are from federal, state and local government.

The foremost responsibilities are:

- Oversees and monitors \$17M Budget
- Develops alliances with state agencies, schools, child welfare, AAA and others
- Ensures all licensed programs are operating efficiently and effectively within state licensing standards
- Maintains compliance of all personnel practices and policies with state civil service and federal standards
- Oversees contracting processes with provider agencies
- Serves as Mental Health Professional (MHP) for programs requiring this credential
- Establishes policies for staff and individuals served for CMSU BH/DS
- Represents the agency in the communities they serve
- Attends and participates in jointer board meetings, PACA MH/DE meetings, Behavioral Health Alliance of Rural PA and other meetings as necessary
- Responsible for a Staff of 150, with eight (8) direct reports.

Qualifications:

- Masters' degree from an accredited college or university
- Five (5) years of progressive responsibility in fields such as clinical psychology, social work, sociology, nursing, medicine, public health, education, hospital administration or public administration

- Three (3) years of proven experience in planning, development or administration of mental health or mental disability service.

Benefits:

- Health Insurance, begins on date of hire
- Waiver bonus if healthcare is declined
- Vision Insurance
- Dental Insurance
- Employee and Dependent Life Insurance
- STD
- LTD
- Flexible Spending Accounts
- Tax-deferred Supplemental Retirement Plan
- Paid Holidays, Vacation, Personal and Sick days
- Tuition Reimbursement
- Employee Assistance Program
- Merit Increases

To apply for this position, please send a resume with references to:

Marcie Strachko
HR Director
Columbia County Commissioners
11 W. Main Street
P.O. Box 380
Bloomsburg, PA 17815
mstrachko@columbiapa.org

The County of Columbia is an equal opportunity employer. In accordance with the Americans with Disabilities Act, as amended, the Employer will provide reasonable accommodations to qualified individuals with disabilities and encourages employees to discuss potential accommodations with the Employer.