

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
OLDER ADULT PROGRAMS ADMINISTRATION**

**VACANCY ANNOUNCEMENT
SUPERVISING PSYCHIATRIC SOCIAL WORKER**

The Older Adult (OA) Programs Administration, Mental Health Services Act (MHSA) Unit, is seeking a highly motivated and well organized individual to fill the full-time position of Supervising Psychiatric Social Worker. This position will provide administrative support and oversight for the countywide OA MHSA programs, Full Service Partnership (FSP), and Field Capable Clinical Services (FCCS). Additionally, the position will be responsible to provide ongoing supervision for members of the multidisciplinary administrative MHSA Unit.

RESPONSIBILITIES:

- ✚ Serve as primary liaison to MHSA directly-operated and contract agencies with FSP and FCCS programs, offering technical support, assistance, and oversight.
- ✚ Conduct program reviews to ensure adherence to program guidelines as well as MHSA principles.
- ✚ Develop guidelines, policies and procedures; compile reports regarding provider performance in various domains.
- ✚ Provide supervision and staff development to multi-disciplinary staff.
- ✚ Co-facilitate countywide provider meetings.

DESIRABLE QUALIFICATIONS:

- ✚ Supervisory and clinical experience providing mental health services to older adults.
- ✚ Ability to establish collaborative working relationships with individuals in various DMH bureaus and clinical programs, as well as with contract agency providers.
- ✚ Familiarity to Mental Health Services Act and associated programming.
- ✚ Experience in supervising multi-disciplinary team(s).
- ✚ Excellent oral and written communication skills.
- ✚ Experience with Microsoft Word, Excel, and the Integrated System (IS) desirable.

Interested applicants holding the title of Supervising Psychiatric Social Worker or Psychiatric Social Worker II should submit their resume, last two (2) Performance Evaluations and last two (2) years of master time card records by **February 16, 2009** to:

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