



Division of Public and Behavioral Health

Employment Job Description

Behavioral Health Crisis Care Continuum

Systems Manager

Health Program Specialist 2

General Description

The Bureau of Behavioral Health Wellness and Prevention is recruiting for a contractual Health Program Specialist 2.

This position will serve as a lead project manager for the Crisis Care Continuum system of care. This will include working with a potential vendor to ensure gap funding is provided for critical crisis activities for crisis stabilization units and other important needs. This position will lead partner engagement, project planning, program implementation, and setting up pertinent contracts to ensure the activities happen appropriately. These activities will include partnering with Nevada Medicaid, other public health programs and community-based organizations.

Health Program Specialist class specifications can be found here:

[https://hr.nv.gov/uploadedFiles/hrnvgov/Content/Resources/ClassSpecs/10/10-238spc\(1\).pdf](https://hr.nv.gov/uploadedFiles/hrnvgov/Content/Resources/ClassSpecs/10/10-238spc(1).pdf).

Responsibilities and Standards

- Serve as a program manager with subject matter expert on the Crisis Care Continuum/Crisis Response System in Nevada; and,
- Collect, analyze, and interpret public health data; and,
- Oversee and manage a complicated budget; and,
- Assist with development of contractual agreement with potential vendor; and,
- Assist with communications and partner with a wide array of stakeholders to enhance Crisis Response System activities.

Requirements

Bachelor's degree from an accredited college or university in a health science, behavioral science or closely related field applicable to the program area and three years of health related experience which included at least two of the following areas: researching, collecting and analyzing data and statistics, developing objectives, protocols and procedures; providing health education services to target groups or the general public; evaluating program effectiveness and accomplishment of desired outcomes to meet federal, agency, or other standards and guidelines; providing prevention, identification or treatment services to individuals or populations who have been diagnosed or are at risk of contracting life and health threatening diseases and/or conditions; preparing grant applications and budgets and developing, preparing and administering contracts and reports related to health services; and/or investigation and prevention of communicable or chronic diseases; OR one year of experience as a

Health Program Specialist I in Nevada State service; OR an equivalent combination of education and experience as described above.

Competencies

- Program planning/management/implementation experience
- Behavioral/Public Health Systems management experience
- Contract management
- Establishing business processes and policy and procedures
- Data interpretation
- Research and interpretation
- Professionalism
- Confidentiality and Privacy

Salary information

\$27.07 to \$32.23 per hour

The employee maintaining a hybrid work schedule -- part time in office, part time work from home preferred. Office located in Carson City, NV.

Candidates located in other parts of Nevada can be considered for fully remote work.

To apply, please send resume and cover sheet to Stacy McCool at smccool@health.nv.gov.