

San Joaquin County Employment Opportunity

Substance Abuse Program Manager Behavioral Health

The Position

The San Joaquin County Behavioral Health Office has an exciting opportunity for a highly qualified professional to perform managerial duties to oversee the administrative functions of the department. The incumbent will assist the department head with the management of a large, independent alcohol and other drug program, performing a full range of administrative duties including staff management, budget preparation and monitoring, program development, and other management duties. The incumbent is expected to model a strong work ethic and leadership skills, including accountability for oneself and others.

The Ideal Candidate

The ideal candidate for the Substance Abuse Program Manager position with the San Joaquin County Behavioral Health Office will have a strong background in administrative activities, including exceptional leadership skills, strong written and verbal communication skills and strategic thinking making them adept at providing valuable insights and implementing innovative solutions.

The Department

San Joaquin County Behavioral Health Services provides Mental Health care and Substance Use programs and treatment for members of the community. The vision of San Joaquin County Behavioral Health Services is to collaborate as a resilient team exploring changes, sharing ideas, striving to empower consumers, families, volunteers and care providers toward building hope, addressing disparities, and fostering wellness and recovery through individual strength-based treatment.

San Joaquin County partners with the community to provide integrated, culturally and linguistically competent mental health and substance abuse services to meet the prevention, intervention, treatment and recovery needs of San Joaquin County residents.



SAN JOAQUIN
— COUNTY —
Greatness grows here.

San Joaquin County Human Resources Division
44 N. San Joaquin Street, Suite 330
Stockton, California 95202
(209) 468-3370

Recruitment Announcement
1224-RM1122-AC
Equal Opportunity Employer

Substance Abuse Program Manager Behavioral Health

Compensation

Annual Base Salary:
\$75,700 - \$92,014

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- 1937 Retirement Act plan with reciprocity with CALPERS
- 125 Flex Spending Benefits Plan
- 457 Deferred Compensation Plan - including 1% employer contribution
- 12 days sick leave annually with unlimited accumulation
- 10 days of vacation leave (15 days after 3 years, 20 days after 10 years, and 23 days after 20 years)
- 14 paid holidays per year
- 10 days of administrative leave per fiscal year

For more information about our generous benefits package, visit the Benefits page at:

sjgov.org/departments/hr/benefits

Recruitment Incentives

The following incentives and bonuses may be available for eligible new hires. Incentives and bonuses are subject to approval by Human Resources:

- Vacation accrual rate consistent with candidate's total years of public service.
- Sick leave credit up to 160 hours of unreimbursed sick leave for candidates leaving other employment may receive credit for actual non-reimbursable sick leave credit (up to 160 hours) from their last employer.
- Retention Bonus:
 - ◆ \$2,000 upon completion of first year equivalent employment (2,080 hours)
 - ◆ \$1,000 upon completion of third year equivalent employment (6,240 hours)
 - ◆ \$3,000 upon completion of sixth year

Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our [SJC Engage](#) wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.



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Minimum Qualifications

Pattern I:

Experience: Two years of work experience as a Substance Abuse Program Supervisor in San Joaquin County service.

Pattern II:

Education: Graduation from an accredited four year college or university with a major in psychology, social work, business or public administration, or closely related field.

Experience: Three years of counseling or case management experience in a substance abuse or social crisis program, two years of which must have been in a supervisory capacity.

Substitution: Additional qualifying experience may be substituted for the required education up to two years, but may not substitute for the specialized education requirement.

And for Both Patterns: Possession of a current certificate as an Alcohol and Other Drug (AOD) Counselor issued by a certifying agency approved by the State of California. Certification must be maintained, as defined by the Department of Alcohol and Drug Programs, California Code of Regulations, Chapter 9. Failure to maintain certification may result in release from employment.

Substitution for Alcohol and Other Drug

Certification: Possession of a license to practice medicine issued by the Medical Board of California; or Psychologist licensed by the Board of Psychology; or Clinical Social Worker or Marriage and Family Therapist licensed by the California Board of Behavioral Sciences; or an Intern registered with the California Board of Psychology or the California Board of Behavioral Sciences, can substitute for the above-required certification.

Application and Selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. If a formal exam process is utilized, qualified applicants will be invited to participate in an oral examination interview which may include a practical exercise. The top-scoring candidates will be referred to the department for a hiring interview. Submit a completed application and supplemental questionnaire on or before the final filing date.

To apply, visit the recruitment announcement [page](#) or scan this QR code with your smartphone's camera.



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