



Job Description:

The mission of the Hillside-Catholic Charities Behavioral Health Care Collaborative (HCC BHCC) is to build a robust behavioral health network rooted in best practices with excellent client outcomes that can confidently take risk to deliver greater value from the collaborative whole than from the sum of its individual parts. To help achieve this mission, the HCC BHCC is recruiting a Coordinator to support a network of over 50 medical, behavioral and social service providers. With Hillside as the lead agency, the HCC BHCC Coordinator will report to Hillside leadership. This is an exciting opportunity to guide and support behavioral health and social services agencies prepare to successfully enter into value-based contracting while improving integrated service delivery for vulnerable clients. This position is based in Rochester NY, and may require some NY State travel within and outside of the Finger Lakes Region covered by the HCC BHCC.

Responsibilities:

- Plan and facilitate ongoing meetings for the HCC BHCC Executive Committee, Core Team, Special Committees, and Chairs Council and ensure collaboration amongst these groups
- Provide regular communication to network and affiliate providers as the central point of contact
- Provide overall project management for the BHCC and active issues resolution for providers
- Ensure project plan deliverables are met on schedule and within budget
- Be a driving force for the collaborative to ensure achievement of goals and objectives
- Prepare quarterly work plan and budget for submission to MCO and State partners
- Manage vendor contracts to ensure scope of work is completed within budget
- Organize, execute, and evaluate provider trainings
- Facilitate collaboration with other BHCCs
- Prepare and disseminate status updates, progress reports, meeting minutes, etc
- Manage and track BHCC performance against established metrics
- Support Special Committees (clinical integration, quality management, data sharing & analytics) in performance improvement projects
- Monitor/evaluate network capacity and client access across the continuum of care

Qualifications:

- Bachelor's degree healthcare, hospital, public, or business administration, social work, psychology, nursing, public health, or related field required; Master's degree preferred
- Minimum 3 years' experience in Behavioral Health, Healthcare, Human Services, or related field
- Project management knowledge and experience required
- Knowledge and experience in Lean Six Sigma, value-based contracting, network provider management, managed care, Medicaid preferred
- Entrepreneurial spirit, able to carry out responsibilities with initiative and minimal supervision
- Diplomatic and collaborative problem solver with multiple stakeholder groups
- Action and outcomes oriented, effective at executing deliverables and achieving goals
- Ability to analyze data and synthesize complex information into clear communications
- Strong organizational and communication skills
- Proficiency in Microsoft Office software

Resumes can be emailed directly to Melissa O'Neill, moneill@hillside.com.