

# THE COUNTY BEHAVIORAL HEALTH DIRECTORS ASSOCIATION OF CALIFORNIA

Sacramento, California



*invites your interest in the position of*

## EXECUTIVE DIRECTOR

**cbhda**

COUNTY BEHAVIORAL HEALTH  
DIRECTORS ASSOCIATION

C A L I F O R N I A



## THE COUNTY BEHAVIORAL HEALTH DIRECTORS ASSOCIATION OF CALIFORNIA (CBHDA) — AN EXCEPTIONAL OPPORTUNITY

The County Behavioral Health Directors Association of California (CBHDA) is the statewide, nonpartisan, membership association representing the public mental health and substance use disorder program authorities in all of California's counties. The association was restructured and renamed in 2014 as a result of the merger of the California Mental Health Directors Association and the County Alcohol and Drug Program Administrators Association of California. CBHDA represents its members at the State Legislature, before state executive branch and regulatory agencies, in statewide ballot measure campaigns, and in the courts. On the state level CBHDA is an affiliate of the California State Association of Counties, and on federal issues it is affiliated with the National Association of County Behavioral Health and Developmental Disability Directors. CBHDA also provides an array of other services to counties and county officials.

The CBHDA mission is to assure the accessibility of quality, cost-effective, culturally competent behavioral health care (mental health and substance use treatment) for the people of California through the provision of leadership, advocacy, and support to public mental health and substance use disorder programs. Its purpose is to advocate for the public behavioral health system, including recovery and social justice principles, by assuring access and delivery of care to persons receiving, or in need of mental health or substance use disorder services. Additionally, CBHDA promotes the reduction of individual and community problems related to unaddressed mental health and substance use disorder issues, and convenes behavioral health professionals for the purpose of informing public policy and improving the delivery of mental health and substance use disorder treatment services. CBHDA divides its representation in California into the following five regions: Bay Area, Southern, Central, Superior California and Los Angeles

CBHDA is seeking well qualified candidates with significant association or local government management experience, or other relevant experience, for the Executive Director position.

This is an exceptional opportunity to become the chief executive officer of an active, effective, progressive and respected non-profit advocacy association representing the behavioral health directors from each of California's 58 counties, in addition to the City of Berkeley and the Tri-City Mental Health Center (Cities of Pomona, Claremont & La Verne). The CBHDA Executive Search Task Force and Governing Board Members are seeking a results-oriented entrepreneurial leader and effective manager, with a strong appreciation for good local government and significant experience with public policy issues and governmental decision-making processes.

The next Executive Director will work closely with the CBHDA Governing Board Members, made up of the Behavioral Health Directors of California, as well as other leaders within the membership. It is the expectation of CBHDA that their new Association leader will ensure that CBHDA is considered the leading organization Statewide for behavioral health policy, planning, and future strategic initiatives.

The Executive Director will administer a \$2.5 million budget, and serve as the chief executive officer responsible for the day-to-day operations and management of the organization. He or she will provide leadership and direction to an 11 member staff who are talented and capable in advocating for the membership's policy goals and delivering a broad range of beneficial services to member counties and cities.

This is an exciting time to join CBHDA as the counties are currently working to negotiate a new waiver (or contract with the federal government) that will substantially redesign the service delivery system of behavioral health services in California. The Executive Director is appointed by the 61 member Governing Board Members of the Association

### More information:

- County Behavioral Health Directors Association of California: [www.cbhda.org](http://www.cbhda.org)
- National Association of County Behavioral Health and Developmental Disability Directors: [www.nacbhdd.org](http://www.nacbhdd.org)

## THE CANDIDATE

CBHDA is seeking an innovative, resourceful and dynamic leader and effective manager, with considerable experience acting as a lobbyist.

The successful Executive Director candidate must engage stakeholders and be a visionary leader with high energy and great enthusiasm who takes a hands-on, entrepreneurial approach to the position. The successful candidate must have a demonstrated commitment to professionalism and the mission and success of CBHDA. She or he must be able to represent and advocate for all members who represent a diverse group of counties and cities of all sizes. The Executive Director must also be able to assess the current state and county government environment and lead our staff in working productively with constituent groups, the State Legislature and congressional delegation, state and federal agencies, other associations and other potential partners. The successful candidate must be able and willing to work with the Governing Board Members to establish priorities, refine and implement our CBHDA strategic plan, and enhance our working relationships with and service offerings to our membership.

The successful candidate should have a Master's degree from an accredited institution, with a minimum fifteen years of progressively higher levels of responsibility in administration of governmental or association programs and services, demonstrated supervisory and organizational development ability, and relevant experience with intergovernmental issues and processes, or an equivalent combination of education, skills and experience.

### **Desired background, qualifications, experience and characteristics:**

- Demonstrated strong organization, budgetary and management skills
- Very skilled at relationship building, able to build credibility and work productively with municipal, county, state and federal elected officials and professional staff members, including the Governor's Office and legislators
- Able and willing to make sound, timely decisions after consideration of relevant information and alternatives, including evaluation of results of prior decisions, and adequate consultation with the Governing Board Members and knowledgeable staff members
- Politically astute but non-partisan, with demonstrated sound professional judgment and thorough understanding of the appropriate respective roles of elected officials and CBHDA staff
- Demonstrated ability to work productively with and for elected or appointed governing bodies
- Able and willing to lead active and effective CBHDA advocacy efforts on significant county issues, including ballot issues, based on the membership's adopted policies, maintaining the scrupulous non-partisan role of CBHDA
- Ability to exercise sound professional judgment, initiative, tact and discretion in assisting the membership in developing policies, in presenting recommendations to resolve challenging issues, and bringing the membership's goals to fruition
- Ability to understand a broad range of public policy issues and look for opportunities for the CBHDA membership, in the interests of good local government
- Understanding of and appreciation for the forms of county government in California, and for the traditions of charter and general law counties
- Willingness to embrace the challenges of overseeing a broad range of services and functions, including a general working knowledge of insurance and risk management services, and health benefits
- Ability to emphasize to the membership the value of their county association, and willingness to encourage capable county and municipal officials to become actively involved
- Able and willing to provide leadership and supervision to a diverse group of talented staff professionals with differing viewpoints and opinions, assuring that they function collaboratively as valuable, accessible and helpful resources to county and municipal officials, with a strong culture of service, creativity and excellence



- Leadership style that delegates authority and responsibility, motivates staff, encourages employees to offer constructive input with meaningful consideration, and empowers staff members to make productive contributions to serving our membership based on clear communication of general expectations without micromanagement, but with accountability and recognition of achievements
- Strong appreciation for the character and diverse culture of our counties, with a realization that continuing changes present new opportunities and needs
- Strong negotiation and problem-solving skills to address future opportunities, needs and challenges
- Strong public presentation and written communications skills and ability to address complex county behavioral health issues clearly and persuasively, in the media and otherwise
- Ability and willingness to oversee planning for productive CBHDA annual conferences, training workshops and other meetings, for the benefit of the membership
- Impeccable integrity, committed to high ethical standards and transparent government operations, ability to sustain consistent compliance with legal requirements and establish a high level of credibility with citizens, county officials and CBHDA employees
- Able and willing to seek productivity, member service and citizen information improvements through cost-effective information technology enhancements and innovation
- Commitment to maintaining productive working relationships with other associations and institutions, and influential citizen groups and business leaders, and all potential partners, to advance the interests of good county government
- Demonstrated sound personnel management experience with willingness and ability to make timely and fair personnel decisions
- Commitment to productive personal and staff professional development, and sound succession planning



## COMPENSATION AND BENEFITS

The Executive Director's compensation will be part of a contract which includes a severance provision. A starting salary will be negotiated with the successful candidate in the low to **mid-\$200,000** range, based upon experience and qualifications for the position.

### Excellent benefits include:

- Retirement Plan
- Medical Insurance (or health buy-out option)
- Vision
- Dental
- Life Insurance/AD & D
- Short/Long Term Disability Insurance
- EAP
- Flexible Spending Accounts (Medical & Dependent Care)
- Generous Vacation/Sick Leave/Personal Leave Time

## TO EXPRESS INTEREST

Please contact Kelsey Nolan directly by phone or Email:

**Kelsey Nolan**  
**Director of Finance and Operations,**  
**CBHDA**

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*CBHDA is an Equal Opportunity Employer and values diversity across the work force, in order to serve our membership and the citizens of our counties well.*

