

STATE OF NEVADA

BRIAN SANDOVAL
Governor

ROMAINE GILLILAND
Director



RICHARD WHITLEY, MS
Administrator

TRACEY D. GREEN, MD
Chief Medical Officer

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH**

4150 Technology Way, Suite 300

Carson City, Nevada 89706

Telephone: (775) 684-4200 · Fax: (775) 684-4211

**DEPUTY ADMINISTRATOR, CLINICAL SERVICES
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH**

Salary to \$107,465 (employee/employer-paid retirement schedule)

Under the general direction of the Division Administrator, the incumbent provides leadership and oversight over the mental health services in the Division including Northern Nevada Adult Mental Health Services, Southern Adult Mental Health Services, Lake's Crossing Center, rural clinical services and community health nursing. Participates in ensuring compliance with Federal and State laws, regulations and policies; monitors Division operations through review of management information, quality assurance and program evaluation reports and on-site visits; monitors corrective action plans, participates in the research and development of program legislation and program initiatives. Develops comprehensive reports and recommendations; provides testimony before committees, boards and the legislature; participates in the development and monitoring of operating budgets; provides guidance to agency administrators regarding operational and human resource issues. Coordinates with and represents the Division's interests to a variety of public and private agencies, advisory boards, committees and stakeholders; provides administrative direction and supervision to assigned staff. The person in this position must have expertise or experience in mental health services.

The agency has a biennial budget of approximately \$650 million and employs 1,612 staff. Mental health services are provided in two large urban centers as well as the State's 15 rural counties. Programs operated include two JCAHO accredited psychiatric hospitals, outpatient counseling, medication clinics, mental health court programs and a facility for offenders with mental disorders.

This is an unclassified position and serves at the pleasure of the Division Administrator, Division of Public and Behavioral Health. Statewide travel is required.

QUALIFICATIONS: A Bachelor's degree or Master's degree with major course work in public health, health services administration, psychology, social work, business administration, public administration, or a related field and a minimum of four years of managerial experience which included experience in planning, administering and evaluating a comprehensive human services program collaborating with governmental and private entities and stakeholders; representing agency interests before a variety of entities; supervision and training of supervisory and professional staff; developing and administering a complex budget; interpreting Federal and State laws and regulations; OR an equivalent combination of education and experience.

LOCATION: The position is located in Las Vegas, Nevada.

BENEFITS: Benefits include: medical, dental, life and disability insurance programs; participation in the Public Employee's Retirement plan (PERS); 11 paid holidays each year; accrual of three weeks annual leave and three weeks of sick leave each year.

SPECIAL NOTE: All State employees are required to take 48 hours of unpaid furlough leave through June 30, 2015.

TO APPLY:

Submit resume to: Richard Whitley, Administrator
Division of Public and Behavioral Health/Administration
4150 Technology Way, Suite 300
Carson City, NV 89706
Telephone: 775-684-4217
e-mail: rwhitley@health.nv.gov

Resume must include a detailed description of employment history to include name and addresses of employers, scope of responsibility, reasons for leaving, salary history and professional references. A criminal history background check is required as a condition of employment.

Announcement will remain open until recruitment needs are satisfied.