Civil Service Title: ADMINISTRATIVE CITY PLANNER

Level: M4

Title Code No: 10053

Salary: $122,149.00/$122,149.00-$194,395.00

Frequency: ANNUAL

Title Classification: Competitive

CPS: 071-18-0708

Business Title: Senior Executive Director, Health Program Development & Evaluation

Work Location: 33 Beaver St, New York NY 10004

Division/Work Unit: DHS Medical Director's Office

Number of Positions: 1

Job ID: 306862

Hours/Shift: Monday - Friday 9 AM - 5 PM.

Job Description

DHS' Office of the Medical Director (OMD) has oversight with regards to a medical and mental health administrative and treatment consultation needs of the DHS system. OMD interacts with all areas with DHS as well as with other agencies, law enforcement, hospitals and the Office of the Chief Medical Examiner. This new initiative aims to create and design a model of care that can be replicated nationwide. Under the executive direction of the Department of Homeless Services (DHS) Medical Director (MD), with very wide latitude for independent action and decision making, the Senior Executive Director for Health Program Development and Evaluation will: Be responsible for the development and evaluation of evidence-based standards and models of care for medical and behavioral health (mental health and drug use services and care) for the homeless population in New York City. Plan and develop evidence-based standards and models of care for medical and behavioral health services for the homeless population in New York City. Direct the implementation of these models of care and standards to ensure the efficient integrated and coordinated care for the shelter population. Provide consultation and technical guidance to shelter staff or contractors on the implementation of these services. Develop and implement a monitoring and evaluation system for the medical and behavioral services provided to residents and homeless persons living in the streets. Direct the implementation of specific tools and data entry screens necessary to analyze and monitor clinical data related to health, mental health and substance use assessments of the homeless. Consult with the DHS Information Technology Office to develop modern and innovative data capacity including the improvement of the medical data capacity for the shelter. Update CARES database system. Develop a monitoring system that tracks and follow-up of persons who are released from the York City correctional system to ensure the provision of required homeless services and mental health care for this population. Collaborate with the Medical Director and the Senior Executive Director for Mental Health in the Medical Office in the formulation, development, and implementation of policies, procedures and practices related to standard of care. Ensure that these standards of care be implemented by clinical partners via requests for proposals (RFP), through collaborative work with DHS program staff. Develop and Implement applied research projects to explore factors influencing the health of the homeless including mortality and morbidity data. Implement clinical demonstration projects that will improve coordination of care and health outcomes. In concert with the Office of Public/Private Partnerships, develop new sources of funding, writing grant applications for demonstration projects to test new evidence-based interventions (mental health and drug use services) to improve care at shelters. Directly supervise assigned professional staff. Partner with the Medical Director, DHS program and clinical staff, as well as outside partners and agencies, to develop and support the implementation of high impact clinical standards and program initiatives. Collaborate with partners, engaging in multi-agency public health, public safety and social services workgroups. Represent the Office of the Medical Director at high level meetings, including training clinical providers.

Minimum Qualification Requirements

1. A baccalaureate degree from an accredited college and four (4) years of full-time experience in city planning, at least eighteen (18) months of which must have been in a managerial capacity; or

2. Education and/or experience which is equivalent to "1" above. However, a baccalaureate degree and eighteen (18) months of managerial experience in city planning is required of all candidates. Graduate work leading to an advance degree in city planning or related field may be substituted for up to two (2) years of the non-managerial experience on a year-for-year basis. Graduation from an accredited United States Law School may be substituted for two (2) years of non-managerial experience.
**Preferred Skills**
Doctorate or Masters degree in public health, social work, health and care management, health systems research or related field, and at least one year experience in a managerial, supervisory, or director-level position. Knowledge and/or experience working with groups potentially at high risk for poor health outcomes, including homeless persons, persons with mental health or substance use disorders, immigrants from low income countries, refugees, foster children, domestic violence victims, persons with HIV or hepatitis. Direct experience in program development, implementation, and monitoring. Direct experience in data analysis and use of data for program development, monitoring, evaluation and improvement. Direct experience in program(s) quality improvement.

**Residency Requirement**
New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

**To Apply**
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| Posting Date: 09/22/2017 | Post Until: 10/06/2017 |

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