



# COUNTY OF GLENN



Is recruiting for a

## HSA PROGRAM COORDINATOR, SENIOR

### DEADLINE TO APPLY

**Wednesday, July 13th, 2022**

### COMPENSATION

**With Intern Number**

**\$3,013.60 - \$3,664.00 Biweekly**

**With Licensure**

**\$3,168.00 - \$3,850.40 Biweekly**

New employees should anticipate being hired at the beginning of the salary range.

Plus an excellent benefits package:

Mid Managers Summary of Benefits

### THE SELECTION PROCESS

Candidates must submit a completed job application, resume and cover letter. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which may include a written exam, practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Public Service employee (PSE) temporary (limited benefits).

### THE POSITION

This position plans and coordinates a variety of complex health and human services programs including crisis services that provide effective health services to Glenn County clients; and provides supervision over supervisory, clinical, administrative and clerical line staff; and performs related duties as assigned. This level is distinguished from the Health and Human Services Agency Program Coordinator in that the Senior Program Coordinator has responsibility for directing and organizing highly complex health and human service programs including crisis services. Programs assigned are considered complex due to the significant variety, scope and impact. Incumbents allocated to this classification exercise broad judgment in defining work objectives and determining methods to meet objectives within programmatic regulations and requirements. This position is scheduled for forty (40) hours per week.

### THE IDEAL CANDIDATE

The ideal candidate will possess a valid license as a Licensed Clinical Social Worker (LCSW) or a Marriage Family Therapist (MFT). This person will have knowledge of principles and practices of leadership, motivation, team building, conflict resolution and supervision.

### WHAT YOU'LL DO

- Plans, prioritizes, assigns, leads and supervises the work of master level senior mental health counselors and master level social workers for licensure. Reviews progress notes and staff time focused toward obtaining licensure.
- Trains, models and teaches clinical skills to clinicians to implement their goals and objectives.
- Coordinates and oversees all aspects of the adult and children's clinical component of health services.
- Coordinates and directs, substance abuse, mental health, public health nursing or health education services to clients, including clinical care and counseling and public health instruction and education.

A complete job description and list of duties can be found at  
[www.countyofglenn.net](http://www.countyofglenn.net)

**About Glenn County** Glenn County has a population of 29,132 and is located mid-way between Sacramento and Redding in Northern California. Glenn County is primarily an agricultural community with mountains on the west, the Sacramento River bounding the east side and the Interstate 5 corridor taking you through the rich farm land of the County. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy. Major commodities include rice, almonds, milk products, prunes, bees and livestock.

## ARE WE A MATCH?

- You are able to understand complex situations and make difficult and creative decisions.
- You have knowledge of basic principles of budget preparation and administration.
- You are able to work effectively in sensitive and crisis situations.
- You have knowledge of environmental, sociological, and psychological problems encountered in carrying out a mental or public health program.

## MINIMUM QUALIFICATIONS

Four (4) years of increasingly responsible substance abuse, mental health, public health, health education or nutrition, program experience; **And** Completion of a master's degree from a university or collegiate program of study approved for, psychology, social work, social science, public health nursing, nursing education, nutrition or a related field.

**Or**

Two (2) years of professional experience as a Health and Human Services Agency Program Coordinator.

Possession of a valid license as a Licensed Clinical Social Worker (LCSW) or Marriage Family Therapist (MFT); master's in social work, education, and teaching credentials are desirable.

## IMPORTANT APPLICATION INFORMATION

To apply for this job opportunity, submit a completed County of Glenn employment application packet online at [calopps.org](http://calopps.org) or to the Personnel Department: 525 W. Sycamore Street, Willows, CA 95988 by 5:00 P.M., Wednesday, July 13th, 2022.

This recruitment may be used to establish a list to fill future vacancies for the next six (6) months.

### Application packets must include the following

- |   |                |
|---|----------------|
| • A Glenn County Employment Application | • Résumé       |
| • Transcripts and/or Certificates       | • Cover Letter |

- The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.
- The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.