



Job Announcement
EXECUTIVE DIRECTOR
Valley Community Services Board

Valley Community Services Board is a Virginia public provider of community based mental health, developmental, and substance abuse services and is looking for an established leader with proven human services management abilities to become its next Executive Director.

The Agency: Valley CSB provides comprehensive mental health, developmental, and substance abuse services to over 4,000 individuals per year and is committed to the recovery and increasing independence of persons served. Valley CSB provides services to people in the Cities of Staunton and Waynesboro and the surrounding counties of Augusta and Highland. The Agency has an annual operating budget of \$20 million and employs more than 350 behavioral health practitioners and administrative staff. Valley CSB is governed by a policy-making Board of Directors appointed by the city and county governments. The Executive Director serves as Chief Executive Officer of Valley CSB and is directly responsible to the Board for the overall direction and operation of the CSB. The Executive Director is responsible for management of strategic and operational planning, fiscal management, program planning and evaluation, all levels of human resources and workforce development, physical plant, information systems, and all legal compliance, risk and quality assurance, including federal and state statutes and licensing agencies. The Executive Director provides solid leadership, management and administration in the area of comprehensive clinical service delivery and fosters appropriate community and public relations through state, regional, and local linkages, building and maintaining relationships with persons served, their family members, advocacy groups, and other public and private connections. The Executive Director reports to the Board of Directors, and is employed under an annually renewable contract with performance objectives and evaluation criteria.

Executive Director Minimum Qualifications:

The Valley CSB is specifically looking for someone who has considerable leadership experience in human services organizations with responsibilities similar to a CSB. General management and leadership skills are essential. The successful candidate: must have a Bachelor's Degree in a human services or management field from an accredited college or university or equivalent combination of education and experience; must have experience in working with a Board of Directors or other governing body structure that has policy, operational and fiduciary authority and responsibilities; must have some experience in working with a broad range of constituents, including persons served, family members, and advocacy groups; must exhibit deep respect for people; must have general knowledge of the fields of mental health, developmental, and substance abuse services, co-occurring disorders and conditions, treatment approaches and research trends.

Executive Director Preferred Candidate:

Education and Experience: The preferred candidate will have a Master's Degree in a related field of human services or management, and a career history of proven human services management experience in organizations with responsibilities similar to those of a CSB, including management in the areas of human resources, fiscal management, public relations, fund raising, communications, and advocacy.

Leadership Style: The preferred candidate will be committed to a high level of performance in the leadership role, foster an atmosphere of trust throughout the agency and community, and inspire others by example to achieve goals and objectives of the organization; will demonstrate personal integrity and a participatory leadership style, appropriately delegating responsibility and authority throughout the organizational structure and uniting the organization around a common vision; at the same time, will manage with clarity and demonstrate reasoned decisiveness as the situation and the role dictates; will demonstrate an intellectual curiosity about the agency and its workers; will respect what all parties bring to the table in knowledge, skills, and abilities, and will move forward on shared values; will demonstrate an ability to lead by example, to motivate staff to high levels of performance through appreciation, shared excitement, and to model a contagious enthusiasm for the work of the agency, the people served, the staff who serve them, and the community that cradles them; will adapt during periods of growth, transition and uncertainty so as to inspire employee confidence in their leadership; will be honest and direct while still prioritizing a comfortable and enjoyable work environment throughout the agency.

Administrative Ability: The preferred candidate: will be efficient in daily interactions and in managing the organizational systems including staffing structure, communication systems, technology, policy development, paperwork, and use of space resources; will supervise and elicit superior performance from senior managers and administrators; will listen to, skillfully communicate with, and maintain excellent relationships with agency staff, community members, advocates, families, and persons served; will facilitate, collaborate, and coordinate with others to effect successful outcomes; will collaboratively develop, articulate and monitor the agency vision; will demonstrate expertise in data analysis and creative problem-solving; will manage projects with clear timelines; will be able to work independently and with a team; will mediate disputes creatively and effectively; will be able to skillfully navigate political processes and changing federal, state and local demands.



Program Direction: The preferred candidate: will be committed to the concept of recovery, empowerment, and self-determination or person centered planning and will demonstrate knowledge of current philosophical and programmatic trends in the fields of mental health, developmental, and substance abuse services and co-occurring disorders; will demonstrate the critical thinking skills and broad general knowledge base to stimulate cutting edge thinking, strategic planning and ongoing program assessment within the agency; will be able to manage the entirety of agency resources with a view to the best practices for the preferred outcomes for the populations served; be able to guide the people and the organization through strategic planning and be able to convert the vision into implementation so the vision becomes real; have a detailed understanding of clinical service provision in a community based setting; respond to changing circumstances with skilled assessments, management of organizational and financial risk, and fund raising.

Public Relations: The preferred candidate is able to positively and respectfully relate to persons we serve and to all stakeholders of the organization and must be skilled in telling the story of an organization in such a way as to inspire others to become involved in the vision and to continue growing the story.

Salary: The salary for this position will be commensurate with experience and education. The salary range is from \$97,400-\$146,000.

Deadline: Immediate (screening of leading candidates with the Valley Community Services Board is anticipated by the end of August to early September, 2010).EOE

How to Apply: Interested candidates should submit a resume, and cover letter as soon as possible to:

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