Mental Health Services
Oversight & Accountability Commission

Mental Health Services Oversight and Accountability Commission
Executive Director

Governor's Exempt Appointment

The Commission is seeking energetic, highly skilled and motivated candidates for the position of Executive Director. This position is a Governor's Exempt position and the Executive Director reports to the 16-member Commission and the Governor's Office on all State Administrative matters. The Executive Director does not report to the California Health and Human Services Agency.

The Mental Health Services Oversight and Accountability Commission (MHSOAC) is a 16-member commission created with the passage of the Proposition 63, the Mental Health Services Act (MHSA) to provide oversight, accountability and leadership on issues related to mental health in collaboration with clients, family members, unserved and underserved communities and mental health partners. The Commission holds regular public meetings focused on a variety of issues that impact mental health services, including funding, client and family member involvement, cultural competency and reducing disparities, and evaluation of mental health programs. These meetings give Californians the opportunity to have their voices heard on mental health issues most important to them.

The MHSOAC mission is to provide vision and leadership in collaboration with clients, their family members and underserved communities, to ensure Californians understand mental health is essential to overall health. The MHSOAC holds public mental health systems accountable and provides oversight for eliminating disparities, promotes mental wellness, recovery and resiliency, and ensures positive outcomes for individuals living with serious mental illness and their families.

The Executive Director is responsible for overseeing the MHSOAC's staff of 28 professionals, one clerical and its annual budget of approximately $82.6 million. The Executive Director represents the MHSOAC in all matters and is also responsible for advising the Governor, the California Secretary of Health and Human Services and the Legislature on key MHSA policy matters. The Executive Director recommends policy to the Commission and the Commission reviews and approves policy.

This is a wonderful opportunity for candidates to who are leaders and have experience working with commissions and boards.

The State of California offers a comprehensive benefit package as stated on the job announcement.

If you have any questions regarding the attached job announcement, please email Norma Pate, Chief, Administrative Services, Mental Health Services Oversight and Accountability Commission, at norma.pate@mhsoac.ca.gov or (916) 445-8790.

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Job Announcement

Job Title	Executive Director
Location	Sacramento
Salary Range	$118,620 -$132,080 (pending control agency approval)
Final Filing	Until Filled

The Mental Health Services Oversight and Accountability Commission (MHSOAC) is a 16-member statewide Commission created in statute to oversee the implementation of the Mental Health Services Act (MHSA). The Executive Director is responsible for management of staff and fiscal resources to achieve the following:

- Development and operation of a system of accountability for MHSA funds.
- Implementation of selected MHSA programs for which the MHSOAC is designated lead agency (Implementation of all Innovative programs and review of all components annual updates).
- Administration of public meetings and processes required to fulfill all requirements of the MHSA, including Commission meetings, Commissioner briefings and information, outreach and communication to ensure transparency, client and family member involvement, cultural and linguistic competence and inclusion of stakeholder input.
- Coordination of policy and operations with other state and local agencies who share responsibility for implementation of the MHSA.

Major Responsibilities

- Provide leadership for the MHSOAC's implementation of a comprehensive evaluation master plan for the mental health system.
- Translate evaluation results into recommendations for policy and practice changes to ensure that clients and families receive the most effective services.
- Oversee, review, and evaluate state and local projects and programs supported by MHSA funds.
- Implement a competitive grant process to provide funds to local entities to add at least 600 triage personnel.
- Issue regulations for programs and expenditures for Innovation and Prevention and Early Intervention programs.
- Provide oversight of the five MHSOAC committees' activities to ensure stakeholder participation.

Qualifications

- Demonstrated successful experience working for or with a political commission, council or board.

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- Significant experience in convening high-level councils, boards, commissions or workgroups, report writing and meeting facilitation.
- Managerial level experience in planning, organizing and operating policy and program activities for a public or private entity.
- Significant leadership experience working on complex projects and/or programs that involve partnering with multiple and divergent groups or individuals, such as federal, state or local governments, local community-based organizations, public or private agencies, diverse advocate groups.
- Demonstrated experience in a leadership, management or supervisory position requiring the ability to plan, organize and direct the work of staff.
- Experience with public speaking to large groups, facilitating and leading discussions among diverse stakeholder groups.

Knowledge of:

- Organization, functions and processes of California State Government including the Legislature and the Executive Branch.
- Principles, practices and trends of public administration, organization, and management.
- Program development and evaluation.
- Principles and practices of policy formulation and development.
- Principles and practices of fiscal management.
- Bagley-Keene Open Meetings Act and its processes.

Ability to:

- Resolve complex issues quickly and effectively, and determine appropriate course of action for problem solving in situations of conflict or while under pressure.
- Ability to interact in a positive and professional manner and to develop and maintain strong working relationships with the Commissioners, all levels of government including the Legislature, co-workers, advocate groups the general public and the mental health community.
- Ability to plan, organize and direct the work of staff to ensure the Commission is able to meet its mission, goals and timeframes.

Preferred Personal Characteristics

- Dynamic and energetic leader with a reputation for improving living experiences for individuals in the community.
- Experience in health or related field.
- Tact and independence of judgment, and the willingness to work in a politically sensitive area, frequently under pressure and within short time frames.
- Highly motivated, accountable individual who enjoys challenges and achieving goals.
- Strong organizational skills and an open collaborative style, willingness to mentor and develop staff.
- Excellent verbal, listening and written communication skills with the ability to communicate effectively with people at all levels and backgrounds.

Screening and Selection Process

A preliminary review of resumes will occur by an Executive Steering Committee. Only the most qualified candidates will be invited for interview. The Executive Director position is an "Exempt" position, therefore appointment to this position and salary are subject to executive approval.

Compensation and Benefits

The State of California benefits package includes:

- Retirement contributions into the California Public Employees' Retirement System (CalPERS)
- Voluntary enrollment into a deferred compensation program
- Vacation and sick or annual leave
- Dental Benefits
- Employee Assistance Program
- Flexelect Medical Reimbursement Account
- Group-Term Life Insurance
- Health Insurance
- Legal Services
- Long-Term Disability Insurance
- Vision Services
- Holidays

How to Apply

Interested candidates should submit:

- A cover letter/statement of qualifications, no more than three pages in length, describing how the candidate's background and experience specifically relates to the ability to perform the duties of this position. Specifically, please describe your background and experience related to the following areas:
  - Experience directly working with Boards, Commissions and Councils.
  - Managerial level experience in planning, organizing, and operating policy and program activities for a public or private entity.
  - Ability to interact and communicate effectively with high-level management representatives of Federal, State, other Governmental Agencies and other entities.
  - Experience at the managerial level with personnel, fiscal management, contracts, labor relations and equal employment opportunity.
  - Written and interpersonal skills.
- A resume.
- Three professional references (name, telephone number, and email address).

Please submit all documents, electronically to norma.pate@mhsoac.ca.gov or mail to:

Norma Pate, Chief
Administrative Services
MHSOAC
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