

Grants & Special Populations Program Manager (5719U)
2434
University of California Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=143858>

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Posted Jul. 7, 2020, removed Aug. 27, 2020

Job Title	Grants & Special Populations Program Manager (5719U) 2434
Department	
Institution	University of California Berkeley Berkeley, California
Date Posted	Jul. 7, 2020
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Fiscal Services
Apply Online Here	https://apptrkr.com/1946746

Apply By Email

Job Description

Grants & Special Populations Program Manager (5719U) 2434
About Berkeley

The University of California, Berkeley, is one of the world's most iconic teaching and research institutions. Since 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world. Berkeley's culture of openness, freedom and acceptance academic and artistic, political and cultural make it a very special place for students, faculty and staff.

Berkeley is committed to hiring and developing staff who want to work in a high performing culture that supports the outstanding work of our faculty and students. In deciding whether to apply for a staff position at Berkeley, candidates are strongly encouraged to consider the alignment of the Berkeley Workplace Culture with their potential for success at

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[url=https://apptrkr.com/get_redirect.php?id=1946746&targetURL=http://jobs.berkeley.edu/why-berkeley.html]http://jobs.berkeley.edu/why-berkeley.html.

Departmental Overview

As a national collegiate leader, UC Berkeley's University Health Services (UHS) provides comprehensive medical, mental health, insurance and health promotion services to all Berkeley students, and a variety of health programs for faculty and staff. Approximately 65,000 visits occur annually including Primary Care, Urgent Care, Occupational Health and Specialty Clinics. Services are designed to minimize the impact of illness, emotional distress and injury on studies and work. Coupled with health promotion and public health programs, UHS reaches all segments of the Berkeley campus community. Learn more about us by visiting uhs.berkeley.edu

Responsibilities

- * Manages the work of professional professional counselors, ensures quality of services, trains, evaluates and disciplines staff members in accordance with Campus policies and procedures.
- * Oversight and development of satellite offices, wellness grants and other CAPS activities and programs focused on reaching specific underserved communities. Works collaboratively with other managers in CAPS to develop protocols for evaluating effectiveness and quality of all services. Responds to requests from departments seeking to partner with CAPS. Works with Health insurance and Information Manager in the development of Memorandums of Understanding. Interfaces with other departments to manage logistical issues at satellite locations. Attends management and other administrative meetings.
- * Provides direct clinical work to students including intakes, routine and emergency counseling.
- * Manages the Anna Head satellite office.
- * Other duties as assigned.

Required Qualifications

- * Advanced knowledge and applied background in behavioral health counseling methods and techniques, crisis intervention, treatment planning and case management.
- * Strong knowledge associated with providing the highest level of psycho diagnosis and psychotherapy services to patients.
- * Knowledge of applicable federal, state and local laws, rules and regulations. Ability to apply policy

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knowledge to suggest improvements to potential regulatory issues.

- * Proven ability to effectively manage, lead and motivate employees. Strong conflict resolution skills.
- * Ability to establish priorities, goals and objectives for center.
- * Knowledge of fiscal / budget processes. Ability to manage HR and fiscal resources effectively. Ability to utilize resources within the constraints of the unit budget.
- * Effective interpersonal skills to create and maintain a climate for effective communication and collaborative decision making.
- * Strong verbal and written communication skills. Demonstrated active listening and counseling skills.
- * Thorough knowledge of business software, specialized applications and systems used in behavioral health centers / clinics.
- * Knowledge of electronic/medical records systems; must be computer literate.
- * Strong knowledge of campus policies and procedures relating to HR actions, recommendations, and decisions.
- * Strong decision-making and organizational leadership skills.
- * Skills associated with project and program management and evaluation.
- * Highly effective interpersonal skills. Ability to work in a highly collaborative manner. Ability to lead and develop staff members.
- * Understanding and sensitivity to needs of a highly diverse student population.

Education/Training:

- * Master of Social Work (MSW) or Marriage and Family Therapy (MFT) required.
- * Doctorate in clinical or counseling psychology, post-doctoral work required.

Licenses or certifications, if any:

Current, valid license in California as a psychologist.

Preferred Qualifications

- * Licensed in behavioral health discipline.

Salary & Benefits



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For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get_redirect.php?id=1946746&targetURL=http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

How to Apply

Please submit your cover letter and resume as a single attachment when applying.

Other Information

Employment is contingent on successful completion of: Background Check, Acceptable Medical Evaluation that includes infectious disease surveillance and proof of current required vaccinations or immunity levels, and successful credentials verification (if applicable).

Physical Exam

Employment is contingent upon passing a physical exam.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information



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about your rights as an applicant see:

[url=https://apptrkr.com/get_redirect.php?id=1946746&targetURL=http://www.eeoc.gov/employers/upload/pos

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get_redirect.php?id=1946746&targetURL=http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

[url=https://apptrkr.com/1946746]https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/H

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California Berkeley

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