

POSITION DESCRIPTION: DIRECTOR – CHILDREN'S DIVISION

The Director for the Children's Division at NAMI Ohio is responsible for overseeing the daily operations of the Children's Division and also serves as a representative from NAMI Ohio to the external professional children's mental health community. The Director is responsible for three programs with the division. These programs are: Family Peer Support Training; Parent Advocacy Connection (PAC); and YouthMove. Each program has one staff member who serves as the program lead. The Children's Director serves as the direct supervisor for those staff.

The Director is responsible for reporting to funders as well as the NAMI Ohio Executive Director. In addition to supervision, this position helps manage the budget and reporting for all programs. This position also serves as the primary liaison between NAMI Ohio and the OMHAS Children's Division Director. Lastly, the Director will work with the Staff and Board to develop and implement an advocacy plan that promotes access to quality children's programs throughout the State of Ohio.

Skills: The Children's Division Director should have a solid working knowledge of the child-serving system of care (mental health, substance abuse, developmental disabilities, juvenile justice, family and children's first councils, etc.). Knowledge regarding children's mental health is essential. The ability to be task oriented, flexible, have excellent time management, communication, and stress management skills are critical as well as those tied to being an effective team leader. A thorough knowledge of applicable state rules and regulations and stay up-to-date with any legislative changes that can affect the operation of the program. Collaboration across other NAMI departments as well as with affiliates to further the reach of children's programming. Implementation of core NAMI initiatives in partnership with peers. Ability to be a vocal advocate for children and families involved in the mental health system.

Minimum Qualifications

- Bachelor's degree and at least 5 years of experience in a related field; master's degree preferred.
- Strong collaboration and communication skills, and willingness to consult with internal and external stakeholders.
- Demonstrated understanding of knowledge management principles and capacity to deliver management and/or organizational learning activities.
- Excellent facilitation, program/activity management, and written and oral communication skills.
- Creative problem-solving and ability to work under tight deadlines.
- Proven ability to lead project teams and deliver impact, with minimal supervision in a fast-paced and challenging environment.
- High level of competency in learning management software/platforms, and Microsoft Office Suite
- Excellent verbal and written communication skills
- Strong organizational skills and can be detail oriented while holding the larger strategy.
- Models curiosity, flexibility, integrity and commitment to the NAMI mission, vision and values.

This is a Full-time position. Compensation and Benefits package competitive. Send resume and salary requirements to Luke Russell at Luke@namiohio.org