



Job Title: Team Leader (Family Connections)

Job Group: IX

Location: Buffalo, New York

Reports to: VP of Substance Use Disorders

SUMMARY:

Leader of the Family Connections Team embedded with the New York 8th Judicial District Court Family Treatment Court. Responsible for the day-to-day management of all program operations, organization and direction of daily program activities, administrative supervision of all program staff, and assurance of program compliance with regulatory and agency guidelines.

RESPONSIBILITIES:

- Maintains collaborative relationship with Erie County Department of Mental Health and New York 8th Judicial District Court Family Treatment Court.
- Develop protocols for the rapid assessment and linkage of families referred to court.
- Provide screening, assessments and assist in linking individuals and families to treatment providers in the community
- Develop individualized treatment plans in conjunction with client & Family Treatment Court staff
- Initiate and facilitate *Celebrating Families!*TM model for families recruited from the Family Treatment Court
- Become certified as a *Celebrating Families!*TM trainer
- Coordinate training of Family Treatment Court staff in trauma-informed care, domestic violence and substance abuse
- Provides administration of personnel policies, staff recruitment, supervision, evaluations
- Assures completion and accuracy of all statistical, attendance and other reports
- Assures accuracy of all record keeping including client chart documentation
- Maintains program activities in compliance with agency, funding, and licensing regulations
- Development and maintenance of linkages with providers, agencies and community resources
- Identification of resources to address needs of children involved in the family treatment court

QUALIFICATIONS:

Must have knowledge of Substance Use Disorder (SUD) diagnosis, treatment and practice; relevant community resources and SUD treatment system structure. Ability to communicate effectively, both orally and in writing, and the ability to maintain records and prepare reports. Supervisory experience preferred, ability to work in a team required. Master Degree and QHP certification in a field specified by NYS OASAS, and at least three years of relevant direct service experience, including one year of supervisory responsibility OR Bachelor degree in an appropriate field, and seven years' relevant direct service experience, including at least two years of supervisory responsibility, and CASAC or other QHP certification. Must have a valid New York State Driver's License and an automobile in good working order.

To apply, please use the following link:

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