This position is an Exempt Appointment. The position: 1) provides overall direction of the entire statewide AMHD system of care including its organizational segments such as the administrative support areas, the Hawaii State Hospital (HSH) which accounts for substantial resources of AMHD, the Community Mental Health Center's (CMHCs), and the contracted Purchase of Service (POS) providers; 2) ensures development and implementation of quality improvement and performance strategies that result in improved performance and compliance outcomes; and 3) implements AMHD strategies to maximize revenue generation thru federal programs such as Medicaid; and 4) works closely with public and private organizations such as the public safety and human service departments, office of the attorney general, the Judiciary and Legislature, insurance providers and hospitals on administrative and clinical policies and programs affecting a diverse population of adult mental health consumers.

Salary commensurate with training and experience.

**MINIMUM QUALIFICATION REQUIREMENTS**

**EDUCATION:** M.D. or D.O. degree and completion of accredited residency or graduation from an accredited university or college with a master's degree which is creditable toward a doctoral degree in clinical psychology, AND a Master's in Public or Business Administration.

**EXPERIENCE:**

1. Specialized Experience: Four years of progressively responsible professional work experience involving adult mental health consumers, or adult substance abuse programs concerned with the effectiveness and improvement of the mental health of adults. This work experience should include responsibility for and demonstrated ability to conduct the formulation and implementation of a comprehensive system of care for adults with the goal of significant improvement in quality and effectiveness especially within a litigious environment.

2. Supervisory Experience: Two (2) years supervisory experience in specialized work as described above demonstrating knowledge of the principles and practices of supervision and ability to (1) plan, organize and direct the work of others (2) assign and review their work (3) advise them on difficult problem areas (4) time and schedule their work (5) train and develop new employees (6) discipline when necessary.

3. Administrative Experience: Two (2) years previous work experience which included active participation in and major responsibility for the development, management, execution and coordination of policies, activities and programs with the goal of improved quality and performance. Such experience must have demonstrated the applicant's knowledge of the principles and practices of administration and the ability to plan, organize, coordinate and direct the work of others; evaluate and resolve difficult program problems; plan broad program goals and objectives; develop and implement methods of evaluating program effectiveness; prepare and execute policies, rules, regulations and procedures; advise and consult with experts and leaders; and analyze and review reports, publications, and programs prepared by assistants for soundness and accuracy. Possession of the required number of years of experience will not in itself be accepted as proof of qualification for the positions. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that individual has the ability to perform the duties of the positions for which the individual is being considered.

**LICENSE:** This position must be licensed in accordance with Hawaii Revised Statutes as applicable to the discipline of the incumbent and possess a valid type 3 driver's license.

Citizenship Requirement: Applicants must be citizens, permanent resident aliens, or nationals of the United States. Non-citizens with unrestricted employment authorization from the U.S. Immigration and Naturalization
Service may also apply.

**OTHER INFORMATION**

This announcement is for a non-civil service, Exempt appointment, which is considered temporary in nature. Therefore, if you are appointed to the position, your employment will be considered to be "at will," which means that you may be discharged from your employment at the prerogative of your department head or designee at any time. This position is also subject to pay reductions as negotiated in collective bargaining.

**QUESTIONS:**
If you have any questions regarding this Exempt Appointment, please contact [Valery Nomura-Ishida at (808) 586-4416 or valery.nomura-ishida@doh.hawaii.gov](mailto:valery.nomura-ishida@doh.hawaii.gov) (Monday - Friday, 8:00 a.m. - 4:30 p.m. (HST)).

**HOW TO APPLY:**
Submit your resume and salary requirements to:
Department of Health
Behavioral Health Administration
Attn: Valery Nomura-Ishida
1250 Punchbowl Street, 3rd Floor
Honolulu, HI 96813

Recruitment is continuous until needs are met.