

EXECUTIVE DIRECTOR

The Harrison Youth Council, a not-for-profit OASAS licensed substance abuse prevention program in Harrison, NY (Westchester County) seeks a full time, experienced, licensed mental health/substance abuse professional as Executive Director.

The Harrison Youth Council provides a broad range of services to at-risk children and families, including individual, group and family counseling, parenting education, community programs and youth employment services. The ED provides regular, on-going supervision to agency staff (4 masters' level clinicians) as well as the employment counselor, and acts as the liaison to the Board of Directors, the Westchester County Dept of Community Mental Health, NYS OASAS, the municipality and the Harrison Central School District.

The successful candidate will assume the clinical, operational and administrative oversight of HYC, provide on-going supervision to clinical staff, maintaining excellent clinical care in line with OASAS regulations. He/she will be responsible for program planning and implementation and be well versed in the provision of counseling services as well as in Evidence Based substance abuse prevention practices and methodologies. He/she will also provide some direct prevention counseling.

Other responsibilities include, but are not limited to: coordination of intake and case assignments, case conferencing, review and oversight of case records, preparation of annual workplan and monthly on-line reporting to OASAS, regular reports to Board of Directors and attendance at Board meetings, publicity, public relations and community outreach, development and maintenance of referral sources, performance evaluations, revision and maintenance of program policies, and crisis intervention. Some evening hours may be required.

Experience providing prevention specific education and training preferred.

Salary commensurate with experience. On site parking provided. Position available November 2, 2009.

Only resumes with cover letters will be reviewed. No phone calls please.

Reply to: harrisonyouth@optonline.net