**Position Title:** Behavioral Health and Recovery Services Manager

**C4 Innovations** (C4) is a woman-owned, mission-driven small business that advances recovery, wellness, and housing stability for people who are marginalized. We are committed to reducing disparities and achieving equitable outcomes. We partner with service organizations, communities, and systems to develop and implement research-based solutions that are person-centered, recovery-oriented, and trauma informed.

C4 is committed to creating and maintaining a diverse workforce. We actively encourage applicants from minority racial and ethnic backgrounds, as well as historically marginalized groups; this includes but is not limited to lesbian, gay, bisexual, queer, people who identify as transgender or non-binary, people living with disabilities or serious mental health conditions, and lived experiences of homelessness or recovery from substance use disorder. C4 is an affirmative action-equal opportunity employer.

C4 is seeking a Behavioral Health and Recovery Services Manager to provide training and technical assistance that is tailored to assist states, counties, and other health systems officials; peer-run and recovery community organizations including SAMHSA grantees, peer specialists, recovery coaches and other peer providers; and others to promote the adoption of recovery supports. The Behavioral Health and Recovery Services Manager has managerial experience and is a subject matter expert in mental health and substance use disorders with proven knowledge of service systems for treatment and recovery supports.

This position will also serve as the Deputy Director on the New England Mental Health Technology Transfer Center Network (MHTTC) project. This role includes networking with mental health organizations around New England, developing curriculum and other products, serving as a subject matter expert, and working with the Project Director in running the project.

**Responsibilities:**

- Act as subject matter expert in order to develop and deliver technical assistance, training, and recommendations on best practices both in person, at workshops and conferences, and via telephone, email, webcast, and online meetings.
- Work with the Project Director to manage services/product delivery and budgets.
- Supervise staff working on a project, leading them in delivering technical assistance and training.
- Provide independently prepared documents for both internal and external meetings.
- Participate in business development efforts by leading proposals in concert with Leadership Team members, providing technical and writing assistance on proposals, and/or developing project concepts for proactive business development.
- Publish and/or present work at conferences and in peer-reviewed journals as a lead author.

**Requirements:**

- Graduate degree with at least 5 years' or equivalent background with at least 10 years' of demonstrated knowledge and experience in behavioral health including recovery support systems of care.
- Ability to conceptualize, analyze, and follow through with multiple, competing priorities.
- Managerial experience a plus.
- Excellent verbal and written communication skills.
- Strong organizational skills.
- Strong writing and teaching skills.


617 467 6014 l c4innovates.com
200 Reservoir Street, Suite 202
Needham, MA 02494 USA

- Ability to lead, facilitate, and participate in collaborative partnerships.
- Excellent computer skills and familiarity with PowerPoint and/or other presentation software.

**Location:** C4 Innovations' main office is in Needham, Massachusetts. We also have employees living across the U.S. This is a New England-based position.

**Salary:** The salary range is $55,800 to $84,000, which includes C4's comprehensive benefits package (paid time off, health, dental, vision, short-term and long-term disability, and 401K).

**To apply,** please send a cover letter, salary requirements, and resume with "Behavioral Health and Recovery Services Manager" in the subject line to Human Resources at apply@c4innovates.com.