

Associate Director, Recovery Initiatives

C4 Innovations

Background: When people experience substance use, mental health issues, and housing instability, having access to available, high-quality, and flexible service and support options is essential. Many communities and systems have a limited continuum of service options and are often unprepared to meet the needs of everyone who needs help—in ways that are most useful and relevant to their lives. These challenges are worsened by structural and systematic racism, mass incarceration, stigma, and other forms of discrimination and injustice. Many services, programs, and policies systematically discriminate against people with diverse racial, ethnic, and gender identities. At C4 Innovations, we start with racial equity because racism permeates every institution and system in the US, denying millions the right to a fair and just society in which they can thrive and prosper.

About C4 Innovations (C4): C4 is a values- and mission-driven, woman-owned small business that advances equitable access to recovery, wellness, and housing stability for people who are systematically marginalized. We are committed to reducing disparities and achieving equitable outcomes. Through partnership with organizations, communities, systems, and people with lived experience, we incorporate person-centered, recovery-oriented, and trauma-informed approaches to understand factors that drive inequities and achieve transformative outcomes.

We Welcome Your Application: Research suggests that individuals who are systemically marginalized may self-select out of opportunities if they do not meet 100% of the job requirements. We encourage individuals who believe they have the skills, expertise, and lived experience necessary to thrive in this role to apply. We value lived experience and recognize that your background might include a mix of lived experience, professional training, and expertise that differs from the job requirements. If you think you may be a good fit, we welcome your application. We actively encourage applicants from minority racial and ethnic backgrounds, as well as historically marginalized groups.

About the Position: C4 is seeking an Associate Director for Recovery Initiatives to lead and support projects and initiatives that advance equitable access to peer-based and recovery-oriented supports and approaches for substance use and mental health. This may include prevention, treatment, recovery, and harm reduction approaches. These projects incorporate a range of activities that move organizations and systems towards transformative outcomes. Activities include online and on-site training, technical assistance, consultation, facilitation, community engagement, and support to implement and advance best practices in recovery support services, with a primary emphasis on peer-delivered supports. The successful candidate will draw on their relevant professional and personal lived experiences to inform their work advancing recovery support initiatives.

Responsibilities:

- Provide direct management support to the Project Director of a multi-year, federal contract that is focused on advancing equitable access to recovery supports. This

includes providing support managing the overall contract, specific tasks and sub-task activities (e.g., meetings, expert panels, webinars, training and technical assistance, written products, etc.), and a team of staff, subcontractors, and consultants.

- Lead projects and/or major tasks that are needed to carry out other projects focused on recovery and behavioral health. This might include managing and/or delivering training and technical assistance, community engagement activities, product development, and implementation of other needed project activities to meet deliverables.
- Design and deliver training, technical assistance, and consultation related to peer-based and other recovery support projects across a range of service and system settings.
- Demonstrate and apply racial equity competencies and skills in carrying out supervision and project implementation activities.
- Write, review, and submit project reports, presentation materials, and other documents.
- Liaise with internal and external project team members and stakeholders, including partners and funders.
- Assist in the creation of program initiatives and proposals that help draw new funders.
- Supervise staff as direct reports and/or team members working on assigned projects or tasks.

Requirements:

- Familiarity with issues affecting behavioral health and recovery.
- Familiarity with the role of peers and/or others with lived and living experience as service providers of public health interventions, and the systems and setting that support these roles.
- Graduate degree and 9 years' experience relevant to the role or equivalent background with 14 years' experience.
- Excellent written and verbal communication skills.
- Ability to conceptualize, analyze, and follow-through with multiple, competing priorities.
- Ability to work independently at a high level in a fast-moving environment.
- Ability to act as a supportive team member.
- Excellent computer skills and familiarity with PowerPoint and/or other presentation software.
- Ability to work both in the office and in the field.

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.

Location: C4 Innovations is a fully-remote organization. The preference for this position is a New England area candidate, due to currently available projects based out of Massachusetts. We also have employees living across the U.S.

Salary: C4's salary includes a comprehensive benefits package (paid time off, health, dental, vision, short-term and long-term disability, and 401K). The starting salary range for this position is \$84,150-\$96,305. Salary is commensurate with experience.

To apply: Send a cover letter, salary requirements, and resume with "Associate Director, Recovery Initiatives" in the subject line to Human Resources at apply@c4innovates.com. Deadline to apply is March 8, 2024.