



Opportunity Overview

The Alaska Behavioral Health Association (ABHA) is seeking a committed and effective operational leader who can assist the association and Chief Executive Officer (CEO) during a time of significant growth. The Director of Operations will work collaboratively with the CEO, to deliver value and organizational leadership to the ABHA membership, staff, partners and other key stakeholders. This position will report directly to the CEO.

Letter from the Incoming CEO:

The landscape of behavioral health as an industry is ever changing and often leaves providers struggling to react in a way that delivers the most comprehensive and beneficial care to Alaskans. The Alaska Behavioral Health Association sees the opportunity in front of us to be the voice of change in the state, and through that voice steer the conversation and the industry towards more accessible, and effective care. By joining together, every agency becomes a support network, a problem-solving partner, a vital industry leader, and a beacon of hope for all Alaskans seeking care. ABHA recognizes that now is the time to be dynamic and lead with vision, and the organization is excited to announce the opportunity to join the ABHA team as an operational leader in the field.

We are seeking a Director of Operations that holds a strong organizational vision for affecting change and supporting members. Our ideal candidate will be authentic, internally motivated, and action-oriented, as we build on the strategic vision of ABHA members. We are excited to invite our next leader to join our organization at a critical moment of growth.

Sincerely,

John Solomon
Incoming Chief Executive Officer,
Alaska Behavioral Health Association

About the Alaska Behavioral Health Association

The Alaska Behavioral Health Association (ABHA) is the trade association representing behavioral health providers in the State of Alaska. The Association was formed in 1996 to help improve the delivery of substance use and mental health treatment services in Alaska. Behavioral health services are a critical part of the overall well-being of Alaskans, made possible only through provider/member organizations. Trade associations have a unique role in promoting the business interests of the sector and contributing to the environment these businesses operate in. As a 501c6, ABHA has a key role in supporting the behavioral health provider community generally, as well as through Medicaid reform, responding to COVID, and addressing the needs of Alaskans. Trade associations represent the business interests of a sector through activities such as: information sharing, peer networking, education of members and the community, influencing the setting and maintaining of standards, giving voice to influence government policy, providing funding and business development opportunities, and ultimately benefiting consumers. ABHA is tasked with bringing together a diverse range of behavioral health service organizations within Alaska creating a unified voice for its more than 70 members. ABHA is committed to the growth of its members in delivering excellent care enhancing community well-being. ABHA's work helps its members achieve excellence in behavioral health and delivery of services enhancing behavioral, mental health and community well-being.

The Alaska Behavioral Health Association (ABHA) is proud of its diverse membership. Executive leaders from mental health and substance use treatment providers serving Alaskans from Ketchikan to Barrow, Eagle Village to Adak and all points in between have come together to help develop the best system of care possible to support people in their recovery. ABHA members serve infants, children, youth and adolescents, adults and the elderly. Members range from small community clinics to the largest mental health and the largest drug and alcohol treatment providers in the state. They provide clinic and rehabilitative services from prevention and early intervention services to acute, inpatient and residential care. ABHA's diverse membership share the common goal of continuously improving the quality, cost effective, patient-centered behavioral health treatment services available to Alaskans.

The Position

The Director of Operations will manage administrative, operational, and programmatic functions of the organization at the direction of the CEO. This individual will be motivated and strategically focused to connect members, partners and key stakeholders to manage day to day operations of this growing and dynamic organization.

Core Responsibilities

Strategic Planning and Implementation

- Assists ABHA to carry out its mission, vision, and strategy in a collaborative and engaged manner.
- Operationalize the strategic plan by collaborating with the CEO to create and complete specific actions items for each identified goal.
- Organize and operationalize member feedback to inform ABHA strategic goals.
- Identify shifting trends, evolution and changes within behavioral health services to share with members, partners and leadership.

Organizational Leadership

- Lead from an administrative operations standpoint.
- Assist the CEO in growth strategies to develop membership, organization, and revenue opportunities.
- Responsible for the implementation of operations of the organization up to and/or including staffing, financial administration, government partnerships, marketing, communications, public relations, education, and data initiatives.
- Assist with the development and facilitation of membership meetings across the state.

Governance / Financial Operations

- Assist in the development and maintenance of member engagement and organizational utilization in order to ensure organizational and financial strength, operational efficiency, proper reporting procedures and relevant processes and systems.
- Assist in the evaluation of organizational performance on duties through an annual member survey or similar as directed by the CEO.
- Assist with the qualitative and quantitative growth of ABHA while maintaining and expanding the organization's image as a perceived and acknowledged leader within behavioral health.
- Advise on emerging trends and new opportunities for the benefit of the association.

Member Engagement and Stakeholder Relationship-Building

- Continually invite member insights/perspectives, maintain strong governmental relationships.
- Effective relationship management across a range of stakeholders and professional constituents.
- Responsible for fostering positive relationships with external organizations.

Communication

- Facilitate stakeholder meetings and affinity groups.
- Represent ABHA in an official capacity when interfacing with state and federal agencies, other trade associations, media, partners and stakeholders.
- Communicate information effectively to build strong relationships with ABHA staff, ABHA members, and other Alaska behavioral health organizations.

The above responsibilities are intended to describe the general nature and level of work being performed by the individual in this position. They are not intended to be considered an exhaustive list of all responsibilities, duties and skills required of position. The employer reserves the right to revise or change this position as needed by the organization.

Essential Qualifications & Competencies

Minimum Required Education

- Bachelor's Degree required (Master's preferred)

Minimum Required Experience

- A minimum 4 years' organizational and management experience with demonstrated communication and relational skills.
- Extensive understanding and experience in behavioral health services
- A working knowledge of regulatory and compliance requirements that govern the delivery of behavior health service.
- Experience with legislative and system change advocacy; policy analysis and advocacy.
- Experience in project and program management, grants, planning, and performance evaluation.

Minimum Required Skills

- Ability to communicate a clear vision that is compelling, accessible, and achievable.
- Possess a strategic mindset with a results and solution-based orientation.
- Skilled at identifying and leveraging opportunities to assist and support association members.
- Strong ability to listen; ability to have formal and informal productive conversations.
- Ability to build positive, purposeful and fruitful relationships at all levels within and outside of the organization.
- Ability to support appropriate communication and workplace culture.

The Ideal Candidate

The ideal candidate will be an internally motivated, action oriented individual with a demonstrated commitment to community health and wellbeing. They will be energized and optimistic as they confront the complex state of our behavioral health system. They will have a proven track record of team building and positive communication. They will have extensive knowledge of the history of Alaska behavioral health care and of the corresponding state regulations.

The candidate will demonstrate skills that:

- Foster teamwork
- Champion change
- Build purposeful, positive and trusting working relationships, both internally and externally
- Manage conflicts to growth opportunities
- Leverage networks
- Foster open and authentic communication
- Deliver effective presentations
- Prepare written communication
- Speak effectively
- Are detailed oriented
- Manage execution of goals
- Inform financial acumen
- Focus on customer needs
- Manage organization's resources
- Demonstrate Industry knowledge
- Drive for results and stakeholder success
- Demonstrate work commitment
- Think strategically
- Analyze and synthesize issues
- Act with integrity
- Are trustworthy, transparent and genuine
- Demonstrate adaptability
- Demonstrate self-awareness of strengths, limitations and growth areas

Location & Compensation

Location: The Alaska Behavioral Association is a remote organization, with no current physical office space. Ideally, the Director of Operations would be located in the Anchorage AK area, but other locations within Alaska will also be considered. The Director of Operations is expected to actively and visibly participate in meetings and events in Anchorage, with twice annual member meetings in Juneau and Fairbanks.

Compensation: This is a full-time employed position, with competitive compensation and benefits package. The salary range for this position is \$80-110k annual base salary; where a candidate falls in this range is dependent on the candidate's experience and qualifications. The benefits include health insurance, paid time off, professional development, and opportunity to earn bonus incentives based on performance.

How to Apply

Please submit your resume and a cover letter outlining your interest in this role to admin@AlaskaBHA.org

Process

The recruitment process includes an initial screening of resumes, with selected candidates chosen to interview with incoming CEO John Solomon and possible other key ABHA organizational members.

Applications will be accepted on a rolling basis with a tentative start date within April-July of 2023.

Contact Details:

For a conversation in confidence, please contact: admin@alaskabha.org