



# CAREER OPPORTUNITY

## EXECUTIVE DIRECTOR OPTIONS RECOVERY SERVICES

**SALARY: \$150,000–\$190,000 DOE/DOQ**

**O**PTIONS RECOVERY SERVICES IS LOOKING FOR AN EXECUTIVE DIRECTOR! Options has been providing addiction recovery services in Alameda County for over 20 years and has locations in Berkeley, Oakland, and San Leandro. The Executive Director will oversee all operations, staff and services, including outpatient services, recovery support services, drug testing, recovery residences, in-prison substance use disorder programs and substance use disorder counselor training programs, and re-entry support programs for incarcerated individuals throughout the state. This position reports to an 11-member Board of Directors and is critical to the mission of Options Recovery Services—to break the cycle of addiction that causes crime, homelessness, and broken families. *Come join this amazing organization and make a noteworthy impact on the lives of community members and their families.* Options is looking for a strong leader to carry out its vision and mission, and work in partnership with the Board of Directors and various stakeholders within Alameda County and the California prison system. The successful candidate will be an experienced addiction/mental health professional and administrator who excels at managing complex behavioral health programs and leveraging the technical expertise of internal and external resources. The candidate should be someone who takes initiative, is client-focused and results oriented, builds positive relationships, develops others, and is diplomatic and an excellent communicator. ***This is a great opportunity for the right candidate to work for an organization that is having a significant impact on the lives of its clients, while also improving the lives of their families, friends, and others throughout their communities.***





## the COMMUNITY

**O**PTIONS RECOVERY SERVICES IS BASED IN BERKELEY, CALIFORNIA and operates programs in several communities in Alameda County which is in the San Francisco Bay Area. Alameda County has the 7th largest population in the state of California. An extensively urban region characterized by rich diversity and culture, the County enjoys a varied geography ranging from urban marinas to rolling open spaces to hillside lakes and streams. The mild weather provides a year-round calendar of recreation activities including hiking, biking, fishing, watersports, concerts, and county fairs. The County has earned a reputation as an ideal location to work, live, and raise a family.



# WHO ARE WE & WHAT DO WE DO

**OPTIONS RECOVERY WAS FOUNDED IN 1996** by a visionary group led by Davida Coady, M.D., a physician with international experience in public health, and has been led by Tom Gorham, Executive Director, since 2014. Options began as a diversion treatment program serving the City of Berkeley Courts, and then expanded its collaboration with the criminal legal system and county behavioral health in various communities to promote an alternative approach that effectively addresses the root causes of crime, homelessness, and broken families. In 2002, Options responded to the need for sober housing for its clients by purchasing a home in West Oakland; today, Options operates ten recovery residences that accommodate 180 beds. In 2004, Options' Mental Health Clinic opened. In 2017 through a partnership with Alameda County Behavioral Health Care Services, Options began a program to concurrently treat persons with co-occurring substance use disorders and serious mental illnesses. In 2018, Options opened the Alice Street recovery residence to perinatal women clients—a program in partnership with Alameda County Behavioral Health Care Services to provide recovery residence services for up to twelve pregnant and/or new mothers in treatment and recovery. Today, Options has developed into a model array of interconnected programs, serving more than 1,600 clients annually.

Options has been a catalyst for changing the way the State of California treats persons with substance use disorders and assists them in recovery. In 2006, Options began working inside San Quentin State Prison, developing the Addiction Counselor Training Program; this innovative program expanded to California prisons throughout the state to provide peer-led substance use disorder treatment to inmates. It now includes an Offender Mentor Certification Program, where imprisoned persons are trained as certified addiction counselors, and are employed at Options and other partnering organizations upon their release.

**M**any of Options' team members are former clients who have been with the organization for a decade or more and play significant leadership roles in many of its programs. Highly regarded among them is Tom Gorham, LMFT, CADC II, who is the retiring Executive Director at Options and President of the Addiction Professional Association of California. Tom's leadership was instrumental to Options' dramatic growth, stability, reputation and positive impact on the lives of thousands of people.

Options proudly celebrates over two decades of service to the community, helping to break the cycle of crime, broken families, and homelessness caused by addiction. We are proud of our history, our donors, volunteers, and staff. Most of all, we are proud of our clients and graduates who have reclaimed their lives from addiction.



## **RECOVERY RESIDENCES:**

manages 10 sober living environment facilities with 180 beds in Oakland, San Leandro and Berkeley to provide temporary housing for persons in substance use disorder treatment, and also manages 26 Shelter Plus Care beds to provide permanent housing and services for those disabled by mental illness and/or HIV/AIDS.

## **ALCOHOL AND OTHER DRUG (AOD) TREATMENT:**

provides intensive outpatient day and evening treatment programs, support groups to help prevent relapse and promote long-term recovery, therapy and individual case management to support those suffering from addiction, trauma, and/or mental illness, and other addiction-related services.

## **OFFENDER MENTOR CERTIFICATION PROGRAM (OMCP):**

provides the first in-custody counselor certification training program in the nation. The program prepares adults in custody to become certified drug and alcohol counselors, receive post-release assistance, and successfully re-enter their communities.

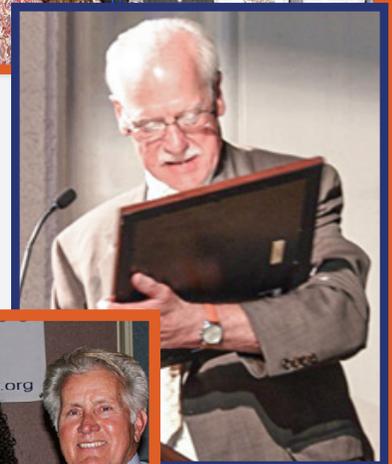
For more information on Options Recovery's Programs and Services, visit: [www.optionsrecovery.org](http://www.optionsrecovery.org)

# the POSITION

**THE EXECUTIVE DIRECTOR WILL ENSURE** that Options continues to move towards accomplishing its mission—to break the cycle of addiction that causes crime, homelessness, and broken families. This is an at-will position that reports to an 11-member Board of Directors, oversees a \$6.9 million budget (projected to grow an additional 40 percent through recently awarded contracts). The Executive Director supports a team of nine direct reports, and indirectly oversees approximately 40 employees and over 30 volunteers, and oversees the following operations:

- Treatment for substance use and co-occurring mental health disorders for over 1600 clients per year.
- Management of 10 recovery residence facilities providing 180 recovery residence beds and 26 shelter-plus-care beds.
- Drug and alcohol counselor certification programs in California state prisons and provision of treatment and case management services to clients in county jails.
- Fundraising and business development activities including multiple contracts and grants.
- Communications and relations with a wide range of external stakeholders including county leadership, health and human services organizations, state entities, and community leaders, etc.

The Executive Director works with various stakeholders within the Alameda County system, such as: Probation Services, Child Welfare, Collaborative Courts, Behavioral Health Services, Substance Use Disorder Treatment Network, etc. The Executive Director also works with stakeholders within the California Department of Corrections and Rehabilitation prison system.



# the IDEAL CANDIDATE

**WILL BE AN EXPERIENCED SUBSTANCE** use disorder/mental health professional or administrator who excels at managing complex behavioral health programs and leveraging the technical expertise of internal and external resources. The ideal candidate should have experience managing county and state-level contracts, business development, grants, funding donors, and fundraising events. The candidate will have a passion for public service and a desire to serve the most vulnerable, with a dedication to breaking the cycle of addiction that causes crime, homelessness, and broken families.

## Additionally, the ideal candidate will:

- ▶ Take initiative, be client-focused and results-oriented.
- ▶ Have excellent leadership skills and develop others.
- ▶ Continue effective and efficient management of the organization.
- ▶ Lead future growth and advancement of options' programs, services, and goals.
- ▶ Bring experience and skills to continue strengthening this rapidly growing organization's infrastructure, and continue improvements to services, programs, and culture.
- ▶ Build positive relationships and manage competing demands.
- ▶ Demonstrate strong administrative and managerial skills.
- ▶ Be politically savvy and exhibit diplomacy.
- ▶ Be an excellent communicator, presenter and leader as the public-facing representative of the organization to various communities and stakeholder groups.
- ▶ Demonstrate empathy, compassion, and understanding with clients.
- ▶ Maintain the positive culture and momentum of Options Recovery Services.



## MINIMUM REQUIREMENTS

Education, experience, and training that will provide the knowledge and abilities listed herein. This includes:

- A Bachelor's in health care administration, public health, psychiatric nursing, psychology, sociology, counseling, public administration, business administration or a related field from an accredited college or university.
- Administrative or management experience at the level of division director, program manager, and/or center or facility manager in a mental health or substance use disorder services program, or closely related health or human service program.
- Knowledge of California policies related to health and human services, especially Medi-Cal, and experience working with public sector stakeholders.
- Experience managing organizational annual budgets of over \$2M.
- Pass a satisfactory background and reference check process.
- Have a satisfactory driving record and, by time of hire if from out of state, have a valid California Driver's license.

## Strongly Desired

- Background/experience in providing treatment services for people with substance use disorders, including evidence-based practices and the 12-step, abstinence-based model.
- Clinical licensure, or drug and alcohol counselor certification.
- Master's degree in related field or fields.



## SALARY & BENEFITS

Annual Salary: **\$150,000–\$190,000 DOE/DOQ**, and an attractive benefits package that includes:

**INSURANCE:** full health, dental and vision, 50% contribution towards coverage of these benefits for dependents, and long-term disability coverage.

**401 K PLAN CONTRIBUTION**

**VACATION:** 15 days per year.

**LEAVES:** bereavement, personal, sick leave.

**HOLIDAYS:** 10 days per calendar year.



## HOW to APPLY

For first consideration apply by **OCTOBER 22** at: [wbcpsc.com/job-board](http://wbcpsc.com/job-board)

### SECURE THE DATES

Interviews will be held on **NOVEMBER 12 + 13, 2020** (candidates invited to interview will need to be available for both days)

Please contact your recruiter, **Wendi Brown**, with any questions:

**866.929.WBCP (9227) toll free** or **541.664.0376 (direct)** or [wendi@wbcpsc.com](mailto:wendi@wbcpsc.com)

