

RAPID RESOURCE FOR FAMILIES
Executive Director (ED) Position Available

Rapid Resource for Families (RRFF) is a non-profit agency responsible for the administration of Intensive Alternative Family Treatment (IAFT)[®], an intensive therapeutic foster care service for children and youth in challenging circumstances. RRFF, is responsible for credentialing and networking with service providers for the provision of the service, the development and maintenance of program monitoring, accountability, and promotion. RRFF is also responsible for overseeing and assuring implementation of an information system to receive intake or request for placement of children and youth into Therapeutic Foster Care (TFC) services across a collaborative network of child and youth behavioral health treatment agencies in North Carolina.

The position reports to the RRFF Board of Directors. The position is responsible for the recruitment, training, and supervision of three to five staff. The position must develop, negotiate, and monitor multiple contractual relationships with the Medicaid health plan and other entities that may provide contractual services required in the day-to-day operations of RRFF. This includes examples such as web site maintenance, data base development and maintenance and universities conducting research studies.

EDUCATION, KNOWLEDGE AND SKILLS REQUIRED

Education: Fully accredited Masters' Degree in Human Services with at least two (2) years senior management experience.

The position must demonstrate ability to lead an agency, setting strategic direction and maintaining policies and procedures to support the ongoing compliance with the integrity of the service and support requested by the Medicaid health plans.

ADDITIONAL DEMONSTRABLE SKILLS:

- Demonstrate working knowledge of child welfare, mental health, and clinical regulations in North Carolina
- Development of agency budget and daily/monthly billing
- Demonstrate excellent Customer Service Skills
- Demonstrate cultural sensitivity to children and families
- Demonstrate commitment to cultural diversity
- Demonstrate effective communication, decision making, public speaking, analytical, interpersonal, leadership and professionalism skills and abilities
- Demonstrate basic computer and analytic skills
- Must have a North Carolina's Driver's License and ability to travel to provider/training sites
- Must submit to and pass pre-employment drug screening, criminal, Health Care Personnel Registry and driving checks

SALARY RANGE: \$75,000 - \$85,000 per year.

Benefits include: Health insurance, including medical, dental, group life, long and short-term disability coverage from first day of employment.

Simple IRA Retirement Savings Plan

Vacation, paid holidays Personal Leave per Agency policy.

Please send resume and any relevant supporting documents electronically to RRFFEDApplications@gmail.com.

Applications Accepted through May 31, 2021.

Patricia McClarin
Recruiter and Education Coordinator
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