



BEHAVIORAL HEALTH SENIOR ASSOCIATE - Finance Focused

Are you an experienced professional in behavioral health with strong financial expertise and a passion for driving meaningful change? Do you have a talent for creating and delivering impactful training?

We invite you to apply for the Senior Associate role at our Behavioral Health Training and Consulting Organization. In this role, you will play a key part in advancing excellence and innovation in behavioral health finance, shaping the future of the field through training and consulting initiatives.

About Us: We are a highly regarded behavioral health training, implementation, and consulting organization committed to advancing the knowledge, skills, and practices of professionals in the field. Our organization offers comprehensive training programs, consultation services, and resources to support the delivery of high-quality behavioral health care.

What You Will Be Doing: As a Senior Associate in the CIBHS LA County Substance Use Disorder (SUD) Projects, you will play a pivotal role in conceptualizing, creating, delivering, and implementing training and technical assistance from a nonprofit finance perspective. Reporting to CIBHS LA County Substance Use Disorder (SUD) Projects, you will lead and manage key training and consulting projects, serving as the primary point of contact for client relationships and working closely with internal teams, external partners, and clients to achieve shared goals. Your expertise in behavioral health finance, project management, and capacity building will be instrumental in driving impactful initiatives that support the delivery of high-quality behavioral health care. In this role, you will oversee the planning and execution of projects that may include training programs, technical assistance, research and evaluation, proposal and budget development, contract management, and other client-driven activities, contributing to the growth and success of the organization.

Financial Management and Training

- Design and deliver county-wide training programs to enhance financial decision-making, sustainability, compliance, and strategic growth for behavioral health providers.
- Assist organizations in revenue cycle optimization, including Medi-Cal billing, fiscal reporting, and claims reconciliation.
- Provide strategic guidance on funding compliance, regulatory reporting, and financial auditing to improve financial stability.
- Develop fiscal tools and resources to track financial performance, forecast budgets, and maximize funding opportunities.
- Ensure providers understand fee-for-service and value-based payment methodologies to navigate evolving funding environments.

Project Management

- Lead and manage training, coaching, and consulting projects with a high degree of independence, ensuring successful execution from start to finish.
- Develop and oversee project plans, budgets, timelines, and resource allocation, while monitoring progress and proactively addressing risks.

- Foster collaboration among internal teams, external partners, and stakeholders to achieve project goals.

Client and Stakeholder Engagement

- Serve as the primary point of contact for clients including state agencies and counties, building strong relationships, and understanding their unique needs.
- Collaborate with clients and internal teams to assess training and consulting requirements and develop tailored solutions.
- Provide expert guidance and support, ensuring clear communication and effective problem-solving.

Program Development and Delivery

- Design and implement training programs, technical assistance, and consultation services, ensuring alignment with industry standards and best practices.
- Oversee and contribute to the development, execution, and reporting of deliverables to meet client expectations.
- Facilitate workshops and consultation engagements, engaging participants effectively and demonstrating subject-matter expertise.

Evaluation and Continuous Improvement

- Conduct evaluations and assessments to measure the impact of training and consulting initiatives.
- Analyze data to identify areas for improvement and recommend enhancements.
- Stay updated on industry trends, research, and best practices to refine program content and delivery.

Business Development

- Engage in business discussions with prospective clients under the direction of the CIBHS, LA County Substance Use Disorder (SUD) Projects.
- Develop business proposals, negotiate project deliverables and costs, and create multi-year project budgets.
- Communicate proposal details to potential clients through in-person or virtual meetings.
- Collaborate with the CIBHS, LA County Substance Use Disorder (SUD) Projects to align projects with the organization's mission, vision, values, and strategic priorities.

Ideal Candidate Profile:

- Expertise in Behavioral Health Finance & Operations – Deep understanding of financial management, operational efficiency, and payment reform in behavioral health.
- Fee-for-Service & Value-Based Payment Knowledge – Strong grasp of fee-for-service models with readiness to support the transition to value-based care.
- Training & Technical Assistance Leadership – Proven experience in designing and delivering training, providing technical assistance, and coaching organizations.
- Strategic Financial Acumen – Ability to balance nonprofit mission-driven goals with financial sustainability and adaptability to evolving payment structures

Desired Qualifications and Skills

- Bachelor's degree from a 4-year college or university or master's degree (highly desired) in a related field (e.g., Finance, Business Administration) or 4-10 years of related experience and/or training and/or equivalent combination of education and experience in Behavioral Health/

Substance Use Disorder (SUD) system management, finance, operations, and/or consulting with demonstrated progression in responsibilities is required.

- Proven track record of successfully managing financial projects including developing/implementing project plans and maintaining budgets and timelines.
- Excellent Excel Skills.
- Excellent communication, presentation, and facilitation skills with the ability to engage diverse audiences. Able to communicate complex topics to a lay audience.
- Experience compiling and packaging marketing training and technical assistance products.
- Strong interpersonal skills with the ability to build and maintain relationships with clients and stakeholders.
- Practice implementation skills are a plus.
- Possess leadership qualities and the ability to mentor and support junior team members.
- Experience working within the public behavioral health system and/or the health care service delivery system, preferably in California.
- Demonstrated content expertise in topics related to healthcare service delivery or program implementation including knowing health/behavioral health concepts, interventions, and best practices.

Computer Skills

- To perform this job successfully, an individual should have proficiency in project management tools, Microsoft Office Suite applications, Adobe Acrobat, virtual meeting platforms (TEAMS, Zoom), Survey Monkey, various databases, and relevant software applications.

Compensation and Benefits

- \$95,000-\$120,000/year
- Medical, Dental, and Vision Insurance (100% paid for employee/70% paid for dependents)
- Employee Assistance Program
- Company Paid Life Insurance and Long-Term Disability Plan
- 403(b) Retirement Plan with company match based on fiscal year performance
- 13 Paid Holidays, plus 5-day paid Winter Break and 5 days Admin time of personal choice
- Generous Paid Vacation and Sick Time

Work Location

Must reside in Los Angeles County. This is a primarily hybrid exempt position with travel within the county and at times to the main office in Sacramento. Occasional travel within California for meetings, conferences, and/or grantee site visits will also be required.

EEO Statement

Cultivating an inclusive staff and a sense of belonging is central to our organization's focus on advancing equity. Our core values are Recovery and Resiliency, Anti-Racist, Innovation, Continuous Improvement, Customer Commitment, Cultural and Linguistic Inclusion, Outcomes-Driven, and Health Equity and we believe a diverse and inclusive environment inspires unity, respect, and passion for our work and one another. We are interested in hearing from people who can work with colleagues of varied experience and backgrounds. We are an equal-opportunity employer, candidates from all backgrounds are considered, and as an organization that values equity and inclusion, we highly encourage people of color, women, LGBTQ+ individuals, and veterans to apply.

To Apply: If you want to learn more about this position and meet the qualifications, please submit your resume and cover letter to hrmanager@cibhs.org and reference SAPC Sr. Associate in the subject line.