

Employment Announcement Chief Training and Development Officer

The Georgia Mental Health Consumer Network (GMHCN), a recovery-oriented mental health peer support, advocacy, and education organization, is seeking a dynamic leader to serve as full-time Chief Training and Development Officer (CTDO)

This leadership position will design and oversee all GMHCN learning, engagement, and training programs. The successful candidate will be grounded in or be willing to establish a framework of Intentional Peer Support and Georgia's Recovery Guiding Principles and Values.

This is a full-time position with a negotiable salary dependent upon applicant's skills, talents, and experience. This position is currently a hybrid (remote and in-person) position requiring regular travel across the state.

RESPONSIBILITIES

- Primary responsibility for the timely and quality delivery of all GMHCN trainings, currently including:
 - The Georgia Certified Peer Specialist Project Training and Continuing Education,
 - Slack Consulting's RESPECT Institute of Georgia,
 - NCMW's Whole Health Action Management,
 - The Copeland Institute's Wellness Recovery Action Planning,
 - the GMHCN Annual Conference, and
 - GMHCN's Ready4Reentry Forensic Peer Mentor Training, Trauma-Informed Care, and Georgia Peer Support Institute
- Continual improvement of these trainings and the GMHCN training program overall through direct supervision of program leads and the ongoing assessment and review of all program data, and compilation of all training components to include number of participants, number of training sessions, activities, curriculum, and resources;
- Management of quarterly and annual training budgets;
- Collecting and utilizing data in the decision-making process to identify training needs, develop group and individual learning goals and secure resources to accomplish them;
- Working with the Executive Director to identify training opportunities for GMHCN staff, Certified Peer Specialists, and peers;
- Executing performance reviews and skills gap analyses to identify departmental and individual training needs;
- Working with the director of communications to ensure targeted distribution of training notices;
- Working with leadership team to create a blueprint for the next generation of peer support that recognizes; and honors the achievements of the recovery movement to date while exploring new tools, resources, research, and methodologies to inform innovative ways to advance peer support;
- Leading a team of supervisors providing and supervising direct support to peers in diverse settings;
- Modelling the work-life balance and self-care expected of all employees;
- Participating in all staff hiring, promotion, and progressive discipline action;
- Holding direct reports accountable and using progressive discipline when necessary;
- Developing a process for ensuring regular staff and leadership attention to boundaries and ethics, and other evergreen learning areas;
- Building and continually expanding a network of allies across the state in community behavioral health settings, with law enforcement, the judiciary, corrections, and public and private behavioral health care providers;
- Ensuring the time and PTO for each direct and indirect report is submitted accurately and on time.
- Collaboratively designing and implementing a strategy for expanding awareness of GMHCN trainings;
- Preparing and being ready to present to legislators and policymakers evidence to support the outlay of taxpayer dollars for existing and proposed training programs and resources;
- Identification of private sector stakeholders willing to partner in the development of training initiatives;

- Advocating internally and in the community for the resources, supplies, tools, and equipment necessary to recruit, train, and keep Georgia’s peer workforce committed to providing peer support;
- Developing a multi-pronged approach to reinvigorate and nurture the extant learning community among the Georgia’s CPS workforce;
- Developing a civic engagement strategy to ensure a stream of qualified job candidates in each DBHDD area serviced by the Centers;
- Fostering a culture of intellectual and emotional curiosity populated by lifelong learners who transform systems and communities into mental health recovery champions using tools and skills developed at GMHCN.
- All Certified Peer Specialists employed by the Georgia Mental Health Consumer Network are required to facilitate online recovery and wellness activities provided through the Peer Support and Respite Centers of Georgia. It is up to each employee to connect with the staff coordinating the online activities to ensure they are able to participate sufficiently each calendar year.

REQUIRED QUALIFICATIONS

- Active Certified Peer Specialist—Mental Health (or commitment to successfully complete training and examination within six-month probationary period);
- Active and practical knowledge on the implementation of concepts presented in Intentional Peer Support training;
- Work experience as a Training Director, Training Manager, academic instructor or similar role;
- In-depth understanding of and experience with traditional and modern training methods (including workshops, simulations, e-learning and coaching);
- Experience organizing training activities in a professional setting, working and communicating with business partners;
- Hands-on experience with project management and budgeting;
- Minimum 5 years’ experience managing multiple teams and supervisors;
- Demonstrated ability to develop leadership and community development skills in others;
- Experience facilitating small (3-5 people) to large meetings (40+ people);
- Knowledge of statewide and regional behavioral health providers and other recovery and wellness resources;
- Knowledge of and success deploying multiple teaching and learning approaches;
- Ability to apply sound judgment, maintaining an open line of communication with management, staff, business partners, law enforcement, corrections officers, the legal system, and community stakeholders;
- Demonstrated presentation development and instructional skills, including conflict resolution, mediation, etc;
- Strong organization, communication & interpersonal skills;
- Ability to meet deadlines and be detail-oriented;
- Ability to work flexible schedule (including multiple-night stays out of town several times per year);
- Ability to work standing, walking, and/or sitting a minimum of 8 hours per day/shift;
- Ability to lift 40 pounds;
- Ability to travel as needed to fulfill job requirements (including at least one in-person visit to each of the five Centers monthly);
- Valid Georgia driver’s license and transportation (mileage typically reimbursed at the federal rate);
- Proficiency in Microsoft Office, Excel, PowerPoint and Zoom, as well as general computer skills and technological literacy;
- Excellent communication and leadership skills.

PREFERRED QUALIFICATIONS

- Active Certified Peer Specialist—Addictive Disease credential or eligibility to receive credential;
- Fluency in written and verbal Spanish;
- Personal lived experience with the criminal justice systems;
- Proficiency in Learning Management Systems (LMS);
- BSc/MSc in Human Resources, Learning and Development, Organizational Psychology or relevant field.

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT:

The Georgia Mental Health Consumer Network provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity or expression, veteran status, or genetics. In addition to federal law requirements, GMHCN complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

The Georgia Mental Health Consumer Network expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of GMHCN employees to perform their job duties may result in discipline up to and including discharge.

Candidates with mental health recovery experience are strongly encouraged to apply. People with lived experience will be positively considered.

This job description is not intended to be a complete list of all responsibilities, duties or skills required for the position and is subject to review and change in accordance with the needs and policies of GMHCN.

FUNDING STATEMENT

This position is dependent on annual contract funding, and continued employment is contingent on the contract(s).

APPLYING

Interested parties should send a resume and cover letter to humanresources@gmhcn.org