



**Position Title:** Senior Research Associate/Project Co-Director

**Reports To:** Associate Executive Director

**Collaborates With:** Co-Director

**FTE:** 1.0, Full-Time, Exempt Position

**Location:** This is a remote position. California-based candidates are encouraged to apply due to service location.

The Center for Applied Research Solutions (CARS) is a California 501(c)(3) nonprofit dedicated to building capacity of the behavioral and public health field by promoting evidence-based practice and workforce development. We provide training and technical assistance for workforce development to major initiatives in mental health, substance abuse, and reducing behavioral health disparities. We develop organizational leadership and workforce capacity to effectively adopt, implement, and sustain changes in policy and practice towards systemic and structural improvements. Our team is committed to improving individual and community health and wellness through evidence-based and culturally responsive practices that address complex social problems. We promote authentic community engagement, elevation of cultural expertise, and community-defined effective practices. Clients include federal and state agencies, local and community-based organizations, educational agencies, and more. Our projects are fast-paced and team-run. Our organization is relationship-based and competency-driven with team members striving to produce timely, relevant, and high-quality learning experiences and services.

**Position Description:** The Project Co-Director will work collaboratively to support oversight and successful implementation of a Technical Assistance Center that is part of a community-driven and data informed Prevention and Early Intervention (PEI) initiative administered by the Office of Health Equity at the California Department of Public Health. The statewide initiative is an effort aimed at reducing behavioral health disparities among five of the most underserved and inappropriately served communities: African American/Black, Asian Pacific Islander, Latino/Latinx, LGBTQ+ and Native Americans. The initiative funds seven grantees per population group who are served by five separate population-based TA Centers. This position is to Co-Direct the LGBTQ TA Center which builds the organizational capacity of seven grantees providing PEI mental health services to reduce health disparities experienced by LGBTQ+ communities. Each grantee has received 8 years of funding to implement and rigorously evaluate community-defined solutions (Community Defined Evidence Practices, or CDEPs), achieve organizational sustainability, elevate their CDEP in the field, and identify strategies for systems change. The LGBTQ TA Center provides ongoing coaching, consultation and training supports to promote implementation of evidence-based, culturally responsive, and sustainable prevention and early interventions.

The Project Co-Directors will work collaboratively to provide direction for all project activities and requirements, including vision, leadership, and coordination of project deliverables. This individual will take the lead in identifying key areas for project priorities and field needs in collaboration with the Co-Director, project funders and team members; provide guidance on grantee requests for technical assistance and identify relevant, timely field topics to be translated to trainings, products, and resources; deliver content-related trainings and consultation as appropriate; lead and facilitate meetings with the field. This position is responsible for oversight of monthly reporting requirements and communication with the funder.

This position will also serve as a technical assistance specialist on a second statewide project focusing on county mental health equity. This TTA Center provides training and consultation support for county behavioral department cultural competency plans and relationship development with local ethnic service organizations. This position will provide content expertise on the topics of LGBTQ prevention and early intervention services, community/partner outreach and engagement, diversity, equity, and inclusion principles to both county staff and partners.

### **ESSENTIAL FUNCTIONS**

- Collaboratively provide guidance and direction for project priorities including emerging topics, needs, and research relevant for the substance abuse prevention workforce
- Lead and facilitate internal and external meetings
- Serve as one of two points of contact for project funder
- Coordinate delivery of project services in collaboration with team members; assess project outcomes and activities for process improvement
- Assist with identification of subject matter experts, trainers, and consultants to provide consultation and training supports
- Attend state meetings and share out findings with funder and field
- Engage and support other CARS projects as needed
- Flexibility in sharing LGBTQ TA Center project workload with Project Co-Director and determining roles and responsibilities to achieve project deliverables
- Other duties as assigned

### **REQUIRED COMPETENCIES (Knowledge, Skills, Abilities)**

The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge and understanding of California's Lesbian, Gay, Bisexual, Transgender, and Queer or Questioning communities and mental and behavioral health PEI needs
- Knowledge and understanding of mental and behavioral health prevention and early intervention
- Knowledge and understanding of program planning and development, evidence-based strategies and interventions, CDEPs, trauma-informed care, trauma-informed organizations, and Adverse Childhood Experiences (ACEs)
- Knowledge and understanding of the social determinants of health (SDOH), health equity, and the relationship to mental wellness and substance use
- Commitment to diversity, equity, and inclusion, and ability to bring anti-racism lens to program development and outcome evaluation
- Excellent verbal, written, and interpersonal communication skills, including presentation, facilitation, and writing skills, and experience using appropriate pronouns with transgender and non-binary individuals
- Demonstrated ability to work effectively with diverse and multi-cultural stakeholders and communities
- Experience with implementation of mental health, substance abuse, or HIV prevention activities a plus

### **MINIMUM QUALIFICATIONS**

- Advanced degree or postgraduate training or equivalent experience required

- Minimum 7 years' experience in the mental health field OR behavioral health field with a focus on LGBTQ PEI services
- Ability to conduct future travel as appropriate within pandemic context

CARS offers a small business environment and an excellent benefit package. CARS provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. We strongly encourage and seek applications from people of color, including bilingual and bi-cultural individuals, as well as Veterans and people who identify as lesbian, gay, bisexual, queer, and/or transgender. Applicants with lived experience are highly valued.

**Salary range:** \$95,000.00-\$110,000 annually

**To Apply:** Submit a current resume and cover letter explaining your interest in the position. All materials should be sent electronically to [carshr@cars-rp.org](mailto:carshr@cars-rp.org) by **March 16, 2022**. This position will remain open until filled. No phone calls please. Thank you in advance for your interest.