

## **POSITION INTRODUCTION**

The Marion Area Counseling Center is seeking to fill the Executive Director's position that will become vacant when the current Executive Director retires on 10/7/2017. The current Executive Director is retiring after 40 years of employment at MACC of which 30 of those years was as the Executive Director. During those years Ms. Young became actively involved with the Ohio Council of Behavioral Healthcare Providers and the National Council of Behavioral Healthcare Providers. These State and National Behavioral Healthcare Trade Associations kept its members' up to date on the latest management, operational, and best practice services. This involvement along with various State-led conferences has allowed MACC to stay on the cutting edge of advancements, changes, and opportunities that were occurring in the Behavioral Health field.

Ms. Young has led the organization with a sincere passion in wanting to make a difference in the lives of the persons MACC serves as all lives matter. In this end there has always been a strong commitment of collaboration with community Partners. Following the African Proverb that "it takes a village", so much more can occur when organizations work together on behalf of individuals, families and the community.

The Board of MACC is seeking a person of similar ideology, passion, energy, and commitment to:

- Work with area partners
- Stay involved locally as well as at the State level
- Stay abreast of trends, challenges, and opportunities
- Maintain a Behavioral Health Center that is ahead of the curve in providing quality best practice services and programs
- Maintain a financially solvent organization that leads the area with the highest licensed and professionally trained staff available

## **APPLICATION PROCESS**

After reviewing all of the information in this packet and you wish to apply for the position, please submit your resume and the following requested information to:

Caryn Knapp – Human Resource Director  
Marion Area Counseling Center  
320 Executive Drive  
Marion, Ohio 43302

Or email your resume and information to:

[cknapp@maccsite.com](mailto:cknapp@maccsite.com)

In addition to your resume, please submit a narrative that discusses your experience and skills in areas of leadership, business development, grant writing, collaboration, budgeting, strategic planning, and risk management.

Please also describe your management style, your qualifications for this position, and/or salary expectations you might have.

Applications should be submitted by 2/28/2017.

## **Background of Marion Area Counseling Center, Inc.**

### **A. MACC History and Overview:**

The Marion Area Counseling Center, Inc. (MACC) is a private not-for-profit community behavioral health center. It was formed in 1974 as a result of a merger between the Marion County Mental Health Clinic and Marion County Family Services Society. Later in 1979, MACC absorbed the substance abuse services and programs of the Marion Industrial Center when they lost funding and decided to go out of business. The Marion Area Counseling Center continues to provide a broad array of alcohol, drug abuse, and mental health treatment services to adults, youth, and families in and around Marion County.

The Marion Area Counseling Center, Inc. now has four facilities from which it provides treatment services to the community and five supportive/recovery housing options. The main facility is where a wide array of outpatient treatment services are provided. These services include diagnostic assessments, individual and family counseling, group counseling, psychiatric services, MAT services, nursing services, case management services, community psychiatric supportive treatment services (CPST), crisis assessment and intervention services, consultation services, 24/7 crisis hotline and information referral services (Contact Care-Line), Recovery Coach/Peer Mentoring Services, and community housing homelessness prevention program.

MACC West is the facility that houses all the specialty services to adults with severe and persistent mental illness. This includes medication management, social recreation program, and supportive employment program (PEER). Staff that provide adult community psychiatric supportive treatment services provide services at this location even though the bulk of the services are in the client's home. The Marion Victim Assistance Program, (VAP) used to provide services out of this location due to its close proximity to the courts. However, with the assistance of the Marion Community Foundation the program moved to an office in the basement of City Hall. This provides a safer and more convenient location for victims. VAP also provides trauma intervention services to children.

Foundations Recovery Center is the facility that provides all of the specialty and intensive services to adults who are chemically dependent. The primary program is a 15 bed residential Halfway House Program for men and women who need a highly structured group living environment to achieve recovery. This 4- 6 month program focuses on addiction and recovery skills and the development of a lifestyle supportive of recovery. Foundations Recovery Center, also, provides an intensive outpatient treatment program; case management services; and a variety of recovery, relapse prevention, problem solving and life skills groups to others in the community not needing a residential program.

A satellite office was opened in December, 2015. This is a small office to provide additional substance use disorder treatment services. Its location at 130 N. State Street makes it in close proximity to the courts and probation departments and easier walking distance for some of the clients. Primarily providing individual and group services at this location.

In addition to the services provided at each of these locations, the staff provides the SOS Program at all of the county middle/high schools, drug court services with Marion Municipal Court, Common Pleas Court, and Family Dependency Court, Marion Driver Intervention Program and Prime for Life program with Marion Municipal Court, trauma and crisis debriefing as needed in the community and a variety of public information and education programs.

MACC has opened five housing options for SPMI special population in our community. Monarch Place Apartments began operation in February, 2013. It is a HUD 10 unit one bedroom permanent supportive apartment complex . Viceroy Place Apartments opened in September, 2015. It too is a ten unit apartment complex with 7 of the apartments to be one bedroom permanent supportive housing units and 3 of the apartments to be respite units with two beds to each unit. The supervised apartments at MACC-West have been turned into 12 additional permanent supportive housing apartments, 8- one bedroom units and 4 two bedroom units for a capacity of up to 16 residents when all the renovations are completed.

MACC with the support of OMHAS, ADAMH Board, and Marion Community Foundation purchased, renovated, and opened two sober living recovery houses. Jody's House opened in June, 2015 and houses 5 women in recovery and are working. Dave's House opened in September, 2015 and houses 7 men in recovery and are working. Case managers and Recovery Coaches are providing support/mentoring services to assist residents in continuing their recovery journey.

The Marion Area Counseling Center's mission is "developing solutions with clients and the community to manage alcohol, drug, mental health, physical health, and other life challenges to enrich lives and enhance the community. Tied directly to this mission is the vision statement to provide accountable, responsive, and trauma informed care services, which assists community residents to positively impact the quality of their lives. The Board and staff of the Marion Area Counseling Center take pride in providing quality, effective, efficient and responsive treatment, intervention, and prevention services that truly makes a difference in the lives of the persons whom we serve. MACC is constantly exploring evidence-based best practice models to add to its comprehensive array of services.

The Marion Area Counseling Center is certified by Ohio Mental Health and Addiction Services and nationally accredited by CARF (Commission on Accreditation of Rehabilitative Facilities).

## **B. Governance Structure**

The Marion Area Counseling Center, Inc. is governed by a 12 member Board of Trustees that volunteers its time and talents to the organization. These diverse, community minded individuals are very committed to the organization and provide strong leadership to ensure that both the mission of the organization gets carried out and the organization remains financially solvent. As such, the Board of Trustees is a policy-setting Board who provides the organization's Executive Director with specific goals from which to operate. The Board meets monthly nine months out of the year. It typically does not meet in December, July and August. There are two primary committees that a Board member would serve on- Finance or Planning. The Finance Committee would also serve as the Board's Audit Committee. The Board officers would serve as the Executive Committee and Personnel Committee. The only staff person that the Personnel Committee is responsible for is the executive Director. The Executive Director is responsible for all other staff. Board members can serve up to three-three year terms and often do complete all three terms. The current Board members are as follows:

President: Margaret Hazelett

Vice President: Russell Howard

Treasurer: Brian McEnnis

Secretary: Janice Moodley

Angie Carbeta, Jeff Manley, Jackie Jackson, Scott Stover,  
Chief Bill Collins, Dr. Todd Joachim, Alicia Daniels-Hill, Sam Wolfe



# MACC

Marion Area Counseling Center, Inc.  
*Enriching Lives / Enhancing The Community*

Main Facility 320 Executive Dr.	Foundations Recovery Center 269 Rose Ave.	MACC-West 333 West Center St
<ul style="list-style-type: none"> <li>• Outpatient Services</li> <li>• Psychiatric Services</li> <li>• Crisis Services</li> <li>• Prevention &amp; Intervention Programs</li> <li>• Child CPST Services</li> <li>• Rehabilitation Skills Groups</li> <li>• Public Information &amp; Education Services</li> <li>• Consultation Services</li> <li>• Contact Care-Line</li> <li>• Community Housing Assistance Program</li> <li>• Crisis Response Housing Assistance</li> <li>• Payeeship Program</li> <li>• Administration &amp; Operations</li> <li>• Employee Assistance Program Services</li> <li>• Medication Assisted Treatment</li> </ul>	<ul style="list-style-type: none"> <li>• Halfway House Residential Program</li> <li>• Short-term Respite</li> <li>• Intensive Outpatient Group</li> <li>• Case Management</li> <li>• Specialized Treatment Group</li> </ul> <p style="text-align: center;"><b>SUD Office</b> 130 N. State St.</p> <ul style="list-style-type: none"> <li>• Individual &amp; Group Therapy</li> <li>• Case Management</li> </ul> <p style="text-align: center;"><b>Dave's House</b> 545 Bellefontaine Ave.</p> <p style="text-align: center;"><b>Jody's House</b> 467 S. Prospect St.</p>	<ul style="list-style-type: none"> <li>• Social Recreation</li> <li>• Dual Diagnosis Group</li> <li>• Rehabilitation Skills Group</li> <li>• Adult CPST Services</li> <li>• PEER Supportive Employment Program</li> <li>• Victim Assistance Program - (Now At City Hall 233 W. Center St.)</li> </ul> <p style="text-align: center;">Monarch Place Apartments 1252 Lake Blvd.</p> <p style="text-align: center;">Viceroy Place Apartments 1232 Lake Blvd.</p> <p style="text-align: center;">MACC West Apartments 333 W. Center St.</p>

Mental Health Adults	Mental Health Children	AOD Adults	AOD Children
<ul style="list-style-type: none"> <li>• Diagnostic Assessment</li> <li>• Individual &amp; Group Therapy</li> <li>• EMDR Therapy</li> <li>• Psychiatric Services</li> <li>• Nursing Services</li> <li>• CPST Services</li> <li>• Intensive CPST</li> <li>• Medication Assistance &amp; Monitoring</li> <li>• Limited Case Management</li> <li>• Crisis Services</li> <li>• Respite</li> <li>• Social Recreation Program</li> <li>• Supportive Employment</li> <li>• Payeeship Services</li> <li>• Depression / Anxiety Group</li> <li>• Anger Management Group</li> <li>• Dual Diagnosis Groups</li> <li>• Community Forensic Monitoring</li> <li>• Consultation / Educational Services</li> <li>• Feedback Informed Treatment (FIT)</li> <li>• Mental Health First Aid</li> </ul>	<ul style="list-style-type: none"> <li>• Diagnostic Assessment</li> <li>• Individual Family &amp; Group Therapy</li> <li>• EMDR Therapy</li> <li>• Psychiatric Services</li> <li>• Nursing Services</li> <li>• CPST Services</li> <li>• Limited Case Management</li> <li>• Crisis Services</li> <li>• Social Recreation</li> <li>• ADHD groups</li> <li>• Parenting Groups</li> <li>• Consultation / Educational Services (School, CSB, Community)</li> <li>• SOS - Signs of Suicide</li> <li>• Feedback Informed Treatment (FIT)</li> <li>• Trauma Groups In The Schools</li> <li>• Play Therapy</li> <li>• Mental Health First Aid</li> </ul>	<ul style="list-style-type: none"> <li>• Diagnostic Assessment</li> <li>• Individual &amp; Group Therapy</li> <li>• Case Management</li> <li>• Crisis Services</li> <li>• Long Term Residential</li> <li>• Short Term Respite</li> <li>• Intensive Outpatient Group</li> <li>• Relapse Prevention Groups</li> <li>• Stabilization Group</li> <li>• Gender Specific Groups</li> <li>• Residential Therapy Groups</li> <li>• Prime for Life Intervention Group</li> <li>• Employee Assistance Services</li> <li>• Prevention / Education Services</li> <li>• Re-entry Services</li> <li>• Special Docet Drug Court Services</li> <li>• Medication Assisted Treatment</li> <li>• Feedback Informed Treatment (FIT)</li> <li>• PEER Recovery Coaches</li> <li>• Supportive Employment</li> <li>• Addicted Pregnant Women MAT Program</li> <li>• Dual Diagnosis Group</li> <li>• Criminal &amp; Addictive Thinking Group</li> </ul>	<ul style="list-style-type: none"> <li>• Diagnostic Assessment</li> <li>• Individual, Family &amp; Group Therapy</li> <li>• Case Management</li> <li>• Crisis Services</li> <li>• Student Assistance Services</li> <li>• Adolescent Treatment Group</li> <li>• Prime for Life Intervention Group</li> <li>• Prevention / Educational Services</li> <li>• Feedback Informed Treatment (FIT)</li> </ul>

## MARION AREA COUNSELING CENTER, INC.

### FY '17 STRATEGIC PLAN

**Mission:** Developing solutions with clients and the community to manage alcohol, drug, mental health, physical health, and other life challenges to enrich lives and enhance the community

**Vision:** Enriching Lives/enhancing the Community.

The FY '17 Strategic Plan was developed based on changes occurring in the behavioral health industry and MACC's electronic health record/financial/HR software systems. The complexity and time commitment needed to devote to these systems changes narrowed the strategic plan focus.

**Strategic Goal:** To improve effectiveness and efficiency of clinic care while being responsive to community needs.

**Objective 1:** to complete the transition to the new EHR, Finance, and HR software by 6/30/17.

**Objective 2:** To understand and effectively incorporate the Medicaid re-design to current services/billing practices for FY '18 budget and Service Plan.

**Objective 3:** To develop recruitment for part-time coverage of psychiatrist/physician to include during FY '17.

**Objective 4:** To explore various service expansion opportunities to include in FY '17 or ready for FY '18 budget.

**Objective 5:** To utilize a consulting company to re-design MACC's website, re-design marketing materials, and expand social media/marketing efforts by 4/31/17.

**Objective 6:** To update and implement the Executive Director Succession Plan for the hiring of a new Executive Director by 3/31/2017.