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Deputy County Manager for Behavioral Health

JOB CODE	JOB FAMILY	PROFILE
JCM908	**Executive Management**	**Deputy County Manager for Behavioral Health**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Salary	**$155,750.00 - $233,633.00**	**April 16, 2026**

The Deputy County Manager for Behavioral Health guides the strategic direction and ongoing implementation of Bernalillo County's Behavioral Health Division. Responsibilities include planning, directing, managing, and overseeing all division operations, including direct care services and contracted community programs. The division plays a critical role in the county's social safety net, supporting a broad network of behavioral health providers. Services address substance use disorders, behavioral health crises, addiction treatment, and harm reduction. The position fosters collaboration with County departments (including Public Safety and Criminal Justice), and with local, state, and national entities—both governmental and non-governmental. Supervisory duties include hiring, training, performance evaluation, coaching, and disciplinary actions.

Job Description

DUTIES AND RESPONSIBILITIES

- Directs all administrative operations of the Behavioral Health Division, including a 24-hour care campus, transitional and supportive housing, re-entry centers, shelters, and community-based programs. Develops and administers policies and procedures for effective program and facility management.
- Manages the division's strategic direction, including the development and implementation of vision, mission, goals, policies, funding initiatives, and service delivery models.
- Ensures compliance with applicable laws, regulations, and professional standards. Oversees relationships with government agencies, proposals for federal/state program participation, and adherence to all mandatory practices.

- Sets service and staffing levels; monitors and evaluates the efficiency and effectiveness of service delivery methods, procedures, and resource allocation.
- Oversees division planning and coordination through subordinate staff and local partnerships. Ensure alignment with strategic goals and evaluate division performance and operations.
- Manages contract oversight, monitoring, and performance evaluation for behavioral and community health providers. Integrates data analysis and program evaluation into decision-making and support provider capacity-building.
- Conducts fiscal and cost-benefit analyses. Leads implementation of special projects involving performance monitoring, data systems, strategic improvements, and reporting.
- Oversees division operations to ensure timely execution of services, achievement of program goals, and compliance with all applicable laws, regulations, and County policies.
- Coordinates with internal departments and external partners (including law enforcement, fire/rescue, youth detention, and mobile crisis teams) on data sharing, continuity of care, and related initiatives through the Criminal Justice Coordinating Council and other collaborative efforts.
- Implements quality assurance and improvement systems for behavioral health, crisis response, substance use disorder treatment, and community health services.
- Oversees the development of trauma-responsive, evidence-based harm reduction and behavioral health programs, ensuring a holistic approach to care through community partnerships and staff coordination.
- Manages supervisory tasks including hiring, termination, disciplinary actions, and performance evaluations.
- Maintains confidentiality of sensitive information, records, and decisions as required.
- ***The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.***

MINIMUM QUALIFICATIONS

- Master’s degree in Business Administration, Public Administration, Psychology, Counselling, Social Work, Health Administration, or a related field.
- Ten (10) years of directly related work experience.
- Four (4) years of experience working in a management capacity.

Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

PREFERENCES

- Experience in public speaking and effectively presenting to Commissioners, elected officials, legislative bodies, and behavioral health stakeholders.

- Experience responding to media inquiries and representing the organization in a professional and effective manner.

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.
- In accordance with the Caregivers Criminal History Screening Act (NMSA 1978, Sections 29-17-1 through 29-17-5), new hires in Behavioral Health Services must complete caregiver criminal history screening. A conviction for a disqualifying condition is grounds for termination or disqualification from hire if present at the time of application.

WORKING CONDITIONS

- Most duties are performed indoors in a temperature-controlled environment.
- Some duties are performed outdoors, exposing the employee to various weather conditions.
- Indoor surfaces are typically dry, carpeted or tiled, and may involve the use of stairs.
- Outdoor surfaces may be even or uneven, wet or dry, and may include natural ground, asphalt, or concrete.
- Outdoor work may require use of stairs or ladders and may occur on hills or inclines.
- The employee may be on call for emergency situations.
- Work may involve high-stress situations.

EQUIPMENT, TOOLS, AND MATERIALS

- Office equipment used includes a telephone, computer, printer, photocopier, fax machine, and calculator.
- Materials handled include files, forms, reports, paperwork, and basic office supplies.
- First aid equipment, oxygen, fire extinguishers, and other safety equipment may be used as needed.
- A county vehicle may be operated as assigned.