

Infant and Early Childhood Mental Health Program Manager

The IECMH Manager is responsible for managing an infant and early childhood mental health workforce capacity building initiative. This project fosters collaboration with local and state leaders to create systems for building the capacity of all workforce sectors that provide relationship-oriented services to infants, young children, and families.

Roles and Responsibilities:

Assist in the coordination of the *Infant and Early Childhood Mental Health (IECMH) Workforce Initiative* in Alabama including:

- Work collaboratively with the Alabama Department of Mental Health Office of Infant and Early Childhood Special Programs (OIECSP) Leadership Team and the First 5 Alabama Director to implement workforce development opportunities, support activities of the IECMH Consultation Network, and policy initiatives with partner state agencies.
- Understand and work toward integrating endorsement into all ADECE programs and initiatives.
- Promote IECMH Competencies and Endorsement at state, agency, and sector levels through participation in partner meetings, delivery of presentations, and creating messaging for marketing purposes.
- Work closely with ADECE Professional Development team to coordinate activities that support the IECMH Competencies and Endorsement
- Assist in the development of a Reflective Supervision Program and professional development initiatives including outreach and recruitment, enrollment, and tracking participation

Assist in the coordination, facilitation, and implementation of trauma-informed practices

- Assist with caseload management and requests for challenging behavior supports and intervention in early childhood care and education classrooms and programs
- Provide support and professional development to early care and education coaches and other field staff in implementation of trauma-informed practices
- Conduct IECMH site visits and classroom observations with mental health consultants as part of consultant professional development.
- Conduct classroom observations and consultation when a mental health consultant is not available for a given region or center.
- Facilitate IECMH referrals and evaluations
- Assist with continued development and improvement of IECMH service delivery systems to better meet the needs of children, families, teachers, and program partners.
- Increase provider knowledge of trauma informed practices through provision of professional development to program partners and identified stakeholders

Preparation of reports, professional presentations, and coordination of stakeholder meetings and events

- Assist with preparation of annual reports to funders, including reports needed for funding sources and updates on contract or performance deliverables
- Support in planning for professional development events and manage logistics: secure meeting space, arrange food/beverage services when appropriate, work with graphic

- designers to create and disseminate event announcements, manage participant registration, support trainers/presenters
- Develop and deliver presentations at multi-stakeholder state and local conferences and meetings to disseminate information about IECMH Competencies and promote Endorsement

Position Specific Minimum Qualifications:

Required: Bachelor's degree in child development, psychology, social work, policy, early childhood education or related field and a minimum 2 years or more of relevant work experience.

Preferred: Master's degree in child development, psychology, social work, policy, early childhood education, or related field(s) with a minimum of 2 years of relevant work experience.

All degrees must be conferred from a college, university or institution of higher education recognized by the U.S. Department of Education and Council for Higher Education Accreditation (ACHEA).

This position requires meeting the qualifications for the state job code Human Services Program Manager – 50533 and will include extensive travel within the state. Applicants under other classifications may be considered if they meet the requirements of the positions. Applicants will not be scheduled for interviews until they are on the State Personnel register.

Please submit interest with a copy of your resume to:
Tammy Gibson, Personnel Director
tammy.gibson@ece.alabama.gov