



## **SUPPORT STAFF / OFFICE MANAGEMENT:**

### **Client Representative -2 Open Positions**

- **Qualifications:**
  - Diploma or GED from accredited organization required.
  - Experience in customer service, reception desk at healthcare facility preferred.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
- **Compensation Range:**
  - \$13.73 - \$14.20 / Hour – Dependent upon education, experience, and internal equity.
- **Links to Openings:**
  - **West Phoenix:** <https://bit.ly/2QFkrne>
  - **Glendale:** <https://bit.ly/2UgSLXZ>

### **Operations Coordinator – 1 Open Position**

- **Qualifications:**
  - Bachelors preferred. Diploma or GED from accredited organization required.
  - Experience in healthcare office management required.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
- **Compensation Range:**
  - \$16.82 - \$19 / Hour – Dependent upon education, experience, and internal equity.
- **Links to Openings:**
  - **East Valley:** <https://bit.ly/3acssrk>

## **BEHAVIORAL HEALTH**

### **Children's Case Management: Case Manager / High Needs Case Manager /DCS Treatment Coordinator (19 Open Positions)**

- **Qualifications:**
  - Bachelors in Behavioral Health Preferred. Diploma or GED with experience can be substituted.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$15.50 - \$18.00 / Hour – Dependent upon education, experience and internal equity.
  - \$0.51 / mile beyond normal commute for work related meetings / trainings.
- **Links to Openings:**
  - **West Phoenix:** <https://bit.ly/2UwBQQ6>
  - **Central Phoenix:** <https://bit.ly/2JdINBq>
  - **Glendale:** <https://bit.ly/39eZx4A>
  - **East Valley:** <https://bit.ly/2QHmeYO>



### Behavior Coach – 1 Open Position

- **Qualifications:**
  - Bachelors in Behavioral Health Preferred. Diploma or GED with experience can be substituted.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$15.50 - \$18.00 / Hour – Dependent upon education, experience and internal equity.
  - \$0.51 / mile beyond normal commute for work related meetings / trainings.
- **Links to Openings:**
  - **West Phoenix:** <https://bit.ly/2vMHVj1>

### Youth & Family Specialist – 2 Open Positions:

- **Qualifications:**
  - Bachelors in Behavioral Health Preferred. Diploma or GED with experience can be substituted.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$15.50 - \$18.00 / Hour – Dependent upon education, experience and internal equity.
  - \$0.51 / mile beyond normal commute for work related meetings / trainings.
- **Links to Openings:**
  - **Central Phoenix:** <https://bit.ly/3abWFa1>
  - **East Valley:** <https://bit.ly/3bs1zQf>

### Treatment Coordinator (Adult) – 1 Open Position

- **Qualifications:**
  - Bachelors in Behavioral Health Required.
  - Ability to be credentialed by RBHA
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$17.50 - \$18.75 / Hour – Dependent upon education, experience and internal equity.
  - \$0.51 / mile beyond normal commute for work related meetings / trainings.
- **Links to Openings:**
  - **Glendale:** <https://bit.ly/2QF4MnB>



### Behavioral Health Clinician (Therapist) – Child – 8 Open Positions

- **Qualifications:**
  - Masters in Behavioral Health Field (Social Work, Counselling, Marriage and Family Therapy).
  - Ability to obtain license from the AZ Board of Behavioral Health
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$18.80 / Hour - \$50,000 annually dependent upon experience, licensure status and internal equity.
- **Links to Openings:**
  - **West Phoenix:** <https://bit.ly/2WG8u4c>
  - **Central Phoenix:** <https://bit.ly/3afSzOh>
  - **Glendale:** <https://bit.ly/2Uuf7nE>
  - **East Valley:** <https://bit.ly/2JcqRWB>

### Child Crisis Behavioral Health Clinician – 3 Open Positions

- **Qualifications:**
  - Masters in Behavioral Health Field (Social Work, Counselling, Marriage and Family Therapy).
  - Ability to obtain license from the AZ Board of Behavioral Health
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$18.80 / Hour - \$50,000 annually dependent upon experience, licensure status and internal equity.
- **Links to Opening:**
  - <https://bit.ly/2y3vyQd>

### Clinical Manager – Children's Behavioral Health – 1 Open Position

- **Qualifications:**
  - Masters in Behavioral Health Field (Social Work, Counselling, Marriage and Family Therapy).
  - Independent license from the AZ Board of Behavioral Health
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$50,000 - \$60,000 annually dependent upon experience and internal equity.
- **Links to Opening:**

- **Glendale:** <https://bit.ly/2WMzZZU>

### **Clinical Manager – Direct Service Program – Coaching Club – 1 Open Position**

- **Qualifications:**
  - Masters in Behavioral Health Field (Social Work, Counselling, Marriage and Family Therapy).
  - Independent license from the AZ Board of Behavioral Health
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$50,000 - \$60,000 annually dependent upon experience and internal equity.
- **Links to Opening:**
  - **West Phoenix:** <https://bit.ly/39hZXXQ>

### **Medical Coordinator (Medical Assistant) - 2 Open Positions**

- **Qualifications:**
  - Medical Assistant Certification and Diploma or GED from accredited organization.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
- **Compensation Range:**
  - \$13.50 - \$15.50 dependent upon experience and internal equity
- **Links to Opening:**
  - **West/ Central Phoenix Float:** <https://bit.ly/3alq6GI>
  - **East Valley:** <https://bit.ly/3agAuQb>

### **Behavioral Health Nurse (LPN or RN) - 1 Open Position**

- **Qualifications:**
  - AZ RN or LPN License
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - Dependent upon licensure and experience.
- **Links to Opening:**
  - **West Phoenix:** <https://bit.ly/2UCp2aZ>

### **CHILD & FAMILY SOLUTIONS:**

### Family Consultants / Parent Aide – 14 Open Positions

- **Qualifications:**
  - Bachelors in Behavioral Health Preferred. Associates, Diploma or GED with experience may be substituted.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
  - Pre-Employment Drug Screen
  - MVR Check
- **Compensation Range:**
  - \$14.75 - \$16.50 / Hour – Dependent upon education, experience and internal equity.
  - \$0.51 / mile beyond normal commute for work related meetings / trainings.
  - Employee may be eligible for Fleet Auto Program after 6 months of continuous employment and if employee meets mileage criteria.
- **Link to Opening:** <https://bit.ly/2UBAun9>

### Youth Development Coordinator – 1 Open Position

- **Qualifications:**
  - Bachelors in Behavioral Health Preferred. Associates with experience may be substituted.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$15.50 - \$18.00 / Hour – Dependent upon education, experience and internal equity.
  - \$0.51 / mile beyond normal commute for work related meetings / trainings.
- **Link to Opening:** <https://bit.ly/2JaHEJF>

### ADMINISTRATION:

#### Claims Specialist - 2 Open Positions

- **Qualifications:**
  - Minimum diploma or GED from accredited Organization.
  - Experience in healthcare claims processing.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
- **Compensation Range:**
  - \$16.00 - \$17.34 / Hour – Dependent upon education, experience and internal equity.
- **Link to Opening:** <https://bit.ly/2y3THWR>



### Marketing Coordinator -1 Open Position

- **Qualifications:**
  - Bachelors required. Preferably in marketing, communications or liberal arts / humanities.
  - 1-3 years of marketing experience.
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$18.26 - \$20.19 / Hour – Dependent upon education, experience and internal equity.
- **Link to Opening:** <https://bit.ly/2UdeVKu>

### Medical Coding Specialist

- **Qualifications:**
  - Certified Professional Coder (CPC or CCS) Certification required. Must also have minimum of diploma or GED from accredited Organization.
  - Minimum of 2 years of medical coding experience in primary care / ambulatory setting..
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - \$18.00 - \$19.00 / Hour – Dependent upon education, experience and internal equity.
- **Link to Opening:** <https://bit.ly/33GT7di>

### DIRECTOR / LEADERSHIP:

#### Director, Compliance -1 Open Position

- **Qualifications:**
  - Master's Degree in related field preferred. Bachelor's degree and equitable experience in Healthcare Corporate Compliance may be substituted for Master's Degree.
  - 5 years' experience in Behavioral Health Corporate Compliance strongly preferred.
  - Demonstrated knowledge of State and Federal regulatory requirements
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - Negotiable
- **Link to Opening:** <https://bit.ly/39gRdBB>

#### Director, Training & Development – 1 Open Position



- **Qualifications:**
  - Bachelors Degree in training, organizational development, business or related field required.
  - 4 years' Behavioral Health experience.
  - Experience in training facilitation and curriculum development.
  - Knowledge of AHCCCS/DBHS, RBHA and Council on Accreditation training requirements.
  - Experience in implementing the National Culturally and Linguistically Appropriate Services (CLAS) Standards and developing learning initiatives around diversity and cultural awareness
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - Negotiable
- **Link to Opening:** <https://bit.ly/2WH4u3u>

#### Director, Information Technology

- **Qualifications:**
  - Bachelor's Degree in Computer Science, Engineering or related field IT
  - Ten years of experience in a similarly situated position as Chief Technology Officer or Executive Director of IT
  - Knowledge of technological trends to build strategy in a non-profit organization
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**
  - Negotiable
- **Link to Opening:** <https://social.icims.com/viewjob/pt158508350661495cc9>

#### Chief Financial Officer (CFO) – 1 Open Position

- **Qualifications:**
  - Bachelor's degree in Finance or Business, CPA preferred with the completion of a Master's degree
  - Ten years of experience in financial management of non-profit agencies or public sector financial management
  - Experience with Revenue Cycle Management and managing Claims
  - Experience with RHBA and Health Insurance plans associated with Medicare, Medicaid and Private Insurance
  - Level 1 Fingerprint Clearance Card without Restriction(s)
  - Reliable Transportation
- **Compensation Range:**

- Negotiable
- **Link to Opening:** <https://bit.ly/2QJ2QdZ>