**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:**
  - Glendale: [https://bit.ly/2UgSLXZ](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:**

**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:**
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:**
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:

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:

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:
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:**

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:**
  - 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:**

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](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](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

Director, Training & Development – 1 Open Position
• Qualifications:
  o Bachelors Degree in training, organizational development, business or related field required.
  o 4 years’ Behavioral Health experience.
  o Experience in training facilitation and curriculum development.
  o Knowledge of AHCCCS/DBHS, RBHA and Council on Accreditation training requirements.
  o Experience in implementing the National Culturally and Linguistically Appropriate Services (CLAS) Standards and developing learning initiatives around diversity and cultural awareness
  o Level 1 Fingerprint Clearance Card without Restriction(s)
  o Reliable Transportation

• Compensation Range:
  o Negotiable

• Link to Opening: https://bit.ly/2WH4u3u

Director, Information Technology

• Qualifications:
  o Bachelor’s Degree in Computer Science, Engineering or related field IT
  o Ten years of experience in a similarly situated position as Chief Technology Officer or Executive Director of IT
  o Knowledge of technological trends to build strategy in a non-profit organization
  o Level 1 Fingerprint Clearance Card without Restriction(s)
  o Reliable Transportation

• Compensation Range:
  o Negotiable

• Link to Opening: https://social.icims.com/viewjob/pt158508350661495cc9

Chief Financial Officer (CFO) – 1 Open Position

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

• Compensation Range:
- Negotiable
  - Link to Opening: https://bit.ly/2QJ2QdZ