

RFP HSS-11-040

GRANT PROJECT DIRECTOR

DELAWARE HEALTH AND SOCIAL SERVICES

DIVISION OF SUBSTANCE ABUSE AND MENTAL HEALTH

The Division of Substance Abuse and Mental Health (DSAMH) is seeking to contract with one or more individuals to serve as a Project Director for a new statewide Trauma-Informed Care System Transformation Grant and a Transformation Transfer Initiative Grant that are funded by federal grants. The Project Director will coordinate and manage the project, including planning and monitoring the implementation of all activities, completing a work flow assessment at each agency to ensure that the grant activities are effectively implemented, staff management and supervision, training coordination, and data collection supervision. Travel to Delaware sites and to federally-mandated meetings is required. Applicants must have a master's degree in a social science, at least 5 years experience in human services, preferably in the area of Behavioral Health Trauma Informed Care, with some supervisory experience.

Resumes must be sent under cover of a brief letter of interest specifying hours of availability and proposed hourly rate. Both the Letter of Interest and the outer mailing envelope and must reference RFP HSS-11-040. Any submission without the required information will not be reviewed. Applications will be accepted only from individual applicants.

Determination of qualified applicants will be based on a review of credentials (50%) and experience (50%). Selection of applicant(s) will be made by the Director of Community Mental Health and Addiction Services following interview of one or more qualified applicants. Actual service location, hours and rate of compensation is dependent on successful contract negotiation. Two (2) copies of resumes and letters of interest are to be submitted to:

Mr. Bruce Krug
Department of Health and Social Services
Division of Management Services, Procurement Branch
Herman M. Holloway Sr. Health and Social Services Campus
1901 N. Dupont Highway
Administration Building, 2nd Floor, Rm 257
New Castle, DE 19720

Deadline for submission is 11:30am on January 31, 2011. Any proposal received after the specified date and time shall not be considered. Delivery is the sole responsibility of the proposer. All questions regarding this request should be directed to Ms. Kimberly Harvey at (302) 255-9429 or via email at Kim.Harvey@state.de.us.