

RFP HSS-11-079

TRAUMA 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 for a Project Director for a new statewide 5 year Trauma-Informed Care System Transformation Grant. The Project Director will provide leadership and direction for the implementation of a systems change initiative to implement the principles of Trauma-Informed Care statewide in Delaware. The Project Director will be responsible for the following activities as the lead spokesperson and change agent for the implementation of Trauma-Informed Care in Delaware:

- 1) Oversee all aspects of the project, including planning and monitoring the implementation of all activities,
- 2) Completing a work flow assessment at each agency to ensure that the grant activities are effectively implemented,
- 3) Provide for staff management and supervision, training coordination, and data collection supervision, and
- 4) Assure for the full integration of Peers and clients throughout this project and at all levels of service.
- 5) Take lead on developing a "Delaware Communication Brand or Identity" for this grant statewide as well as oversee promotional and training materials development to be distributed.
- 6) Be competent to provide some statewide training to provider staff and others, as necessary, on the Principles of Trauma Informed Care as well as Principles of Recovery and to otherwise be available for public speaking at meetings and conferences.
- 7) Work to become very knowledgeable on the Trauma Informed Care literature and develop oneself as an expert resource in trauma informed care principles in general.
- 8) Have excellent writing and speaking skills and an ability to participate in the development of training curricula as necessary.

The Project Director is expected to develop relationships with key stakeholders both within Delaware and nationally through our federal partners at SAMHSA. Travel among various Delaware sites and to federally-mandated meetings is required. Applicants must have a master's degree or recognized certification in a social science field, some supervisory experience, and at least 5 years experience in human services with knowledge and interest of trauma informed care research and principles on either a local, state or national level. This position will report to the state director or her designee or both.

Resumes must be sent under cover of a brief letter of interest specifying availability and proposed annual salary. Both the Letter of Interest and the outer mailing envelope must reference RFP HSS-11-079. 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 (35%), experience (35%) and literature based knowledge on trauma informed care (30%). Selection of applicant(s) will be made by the Director of Community Mental Health and Addiction Services and the state Division Director for Substance Abuse and Mental Health following the interview of one or more qualified applicants. Actual service location, hours and rate of compensation is subject to negotiation. Two (2) copies of resumes and letters of interest are to be submitted to:

Ms. Wendy Brown
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 11:00 am on August 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 Mr. Ceasar McClain via email at ceasar.mcclain@state.de.us.