

## **Executive Director (Academic Coordinator II), California Social Work Education Center (CalSWEC), School of Social Welfare**

The California Social Work Education Center (CalSWEC) at the School of Social Welfare, University of California, Berkeley seeks applications for a full-time Academic Coordinator/Executive Director. This is a non-senate, non-tenured, academic appointment. The Executive Director (ED) has primary responsibility for developing and implementing short and long range plans in accordance with the Strategic Plan developed by CalSWEC and its partners. The ED provides overall leadership and vision in overseeing the management of CalSWEC and works to develop a sustainable funding model for its core mission and initiatives in child welfare, mental health, and aging.

Created in 1990, the California Social Work Education Center (CalSWEC) is a consortium of the state's 23 accredited social work graduate schools, all 58 county social service and mental/behavioral health departments, the California Department of Social Services (CDSS), the California Chapter of the National Association of Social Workers, the County Welfare Directors Association (CWDA) of California, the County Behavioral Health Directors Association (CBHDA) of California, and other nonprofit and foundation interests. It is the nation's largest partnership of its kind working together to provide professional education, student support, in-service training, and workforce evaluation research—all directed toward developing effective, culturally competent public service delivery to the people of California. Please see CalSWEC's website for more information: <http://calswec.berkeley.edu/>

CalSWEC, a unit of the School of Social Welfare at the University of California, Berkeley, operates the Title IV-E Stipend Program, Regional Training Academy (RTA) Coordination Project, Mental Health Stipend Program (MHP), and an Aging Initiative (AI). In collaboration with its partners, CalSWEC works to develop a diverse and qualified workforce for the fields of child welfare and integrated behavioral health; enhance skills among public and private, non-profit agency staff to serve diverse populations in California; and contribute to knowledge and skills acquisition in these systems. CalSWEC provides stipends to schools of social work for students at the Bachelor's and Master's level in the Title IV-E program and at the Master's level in the mental health program; develops curricular tools for faculty and in-service trainers; coordinates statewide child welfare in-service training activities; and conducts evaluations of program effectiveness, including workforce development efforts among counties.

CalSWEC has an annual budget of \$57 million and employs approximately 25 people. The ED heads the Executive Team and has supervisory responsibilities for three program directors, the Director of Research and Evaluation, and the Director of Technology (to be hired). All hiring and merit review processes will be overseen by the ED. The ED works with the Administrative Director to oversee a complex budget consisting of contracts/grants, revenue, and gift funds. Working with an executive team, the ED facilitates efforts to bring extramural research and program support to CalSWEC. S/he serves as the principal investigator and oversees the approval process for research and other grants, working with central campus units as necessary. The ED is a key contact with the CalSWEC Board of Directors; local, state, and federal agencies; funders, sponsors, and donors; and outside entities interested in the work of CalSWEC. The ED reports directly to the Dean of Berkeley Social Welfare.

The ED's primary responsibilities relate to the leadership and organizational management of CalSWEC, and providing a strong voice for the organization and its interests at the local, regional, state, and national levels. The ED will work to strengthen existing partnerships and

build new relationships with other groups and organizations to advance and support the mission and sustainability of CalSWEC.

Minimum required qualifications for the position by the time of application:

- Doctoral degree or equivalent degree in social work, social welfare or a closely related field of study;
- Demonstrated experience with funding sufficient for programmatic support (identification of funding opportunities, outreach, and/or successful grant writing) for research, training, education, and/or other relevant programs and projects;
- Demonstrated experience in capacity building and training for either new or established clientele;
- Experience working collaboratively with government agencies and/or institutions of higher education, diverse groups, organizations, and key stakeholders; and
- Excellent written and oral communication skills.

Preferred qualifications for the position:

- Experience with the management of training and/or workforce development efforts;
- Demonstrated leadership and/or program development experience;
- Demonstrated analytical abilities and creativity in problem-solving;
- At least five (5) years of managerial or executive-level experience in programs delivering public or nonprofit social welfare or behavioral health services;
- At least five (5) years of experience developing and/or managing research or extramural training programs and/or projects; and
- Prior experience as a Principal Investigator (P.I.) or co-P.I. for research or other extramural grants at a university or public agency.

This full-time position is renewable based on performance and availability of funding. Salary is commensurate with experience, plus benefits. To apply, please go to the following link: <https://aprecruit.berkeley.edu/apply/JPF01003>. Applicants should submit required documents: a cover letter, curriculum vitae, and a writing sample. Applicants should also provide the names of three references and their contact information.

The position is open until filled. Please address inquiries to Denise Schiller, School of Social Welfare, University of California Berkeley, [swsearch@berkeley.edu](mailto:swsearch@berkeley.edu)

UC Berkeley has an excellent benefits package as well as a number of policies and programs to support employees as they balance work and family. The department is interested in candidates who will contribute to diversity and equal opportunity in higher education through their work.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy see: <http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>.