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Title: RESEARCH PROGRAM SPECIALIST II -SOCIAL/BEHAVIORAL-  
 Salary: \$5,415.00 - \$6,778.00  
 Posted: 03/05/2015

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#### Job Description:

##### POSITION SUMMARY

The MHSOAC, a small independent mental health commission, is hiring to fill a second Research Program Specialist (RPS) (Social/Behavioral) I/II position. The MHSOAC provides oversight of California's public community-based mental health system and aims to support the goals of the Mental Health Services Act. The Commission has adopted evaluation as a primary means of achieving its statutory role in oversight and accountability. The MHSOAC evaluation unit is seeking a dynamic Research Program Specialist with skills and a passion for using research and evaluation to understand and improve upon the performance of statewide systems. The appointee will have the opportunity to work with a small team of researchers, including Research Scientists and other RPS, to monitor the performance of California's public community-based mental health system, including various components of the Mental Health Services Act (e.g., Community Services and Supports, Prevention and Early Intervention programs, and Innovation programs). All evaluation staff frequently collaborate with MHSOAC Evaluation Committee members, subject matter experts, and various stakeholders. Appointees will use research and evaluation to contribute to our understanding of whether current public policy is working to promote the goals of the Mental Health Services Act (e.g., reduced homelessness and criminal justice system involvement, increased access to services), and to identify opportunities for improvement in the performance of the mental health system (e.g., policy change). The MHSOAC is a collaborative, fun, exciting place to work. MHSOAC staff are committed to doing the best job possible, every time. The MHSOAC invests resources to cultivate and nurture its workforce by providing opportunities for education and training. The MHSOAC also fosters a culture of respect and equality.

##### DESIRED QUALIFICATIONS

- Strong analytical skills
- Experience coordinating activities to completion
- Professional oral and written communication skills
- Tactfulness and a positive attitude
- Ability to be flexible in response to a changing workload
- Excellent attendance, punctuality, and dependability
- Excellent organizational and interpersonal skills
- Ability to work independently, as well as collaboratively
- Proficiency in statistics/data analysis
- Proficiency in Outlook, Excel, PowerPoint, Adobe, and Word
- Ability to follow detailed instructions
- Ability to multitask and prioritize assignments

##### WHO MAY APPLY

Qualified candidates must have eligibility for State employment, be in a reachable rank on an employment list for this classification, be currently in this classification, or have transfer eligibility to this classification. Training & Development Assignments may also be considered. A glossary of terms including Training & Development Assignments is available at <https://jobs.ca.gov/GeneralInfo/Glossary>.

##### FILING REQUIREMENTS

Failure to submit the following with your application package may result in elimination from the hiring process:

- State Application (STD 678) - Clearly indicate the basis of your eligibility in the "EXPLANATIONS" section located at the bottom of page one.
  - Please indicate if you are applying for the Research Program Specialist I or Research Program Specialist II position and "-001" in the "EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING" section on the STD 678 form.
  - Candidates whose eligibility is based on an employment list are asked to submit a copy of their examination results indicating their test score, if available. The MHSOAC is aware that not all candidates have access to their test scores.
- Cover Letter
- Résumé
- Response to Supplemental Question (See Below)

NOTE: Please submit the items above as single-sided documents.

##### SUPPLEMENTAL QUESTION

The Mental Health Service Act (MHSA) established the MHSOAC in order to provide oversight of the MHSA, including oversight of its services, systems, and the use of MHSA funds. What role do you believe evaluation could/should play in this capacity?

Notice: If you are not a current or former State employee, you must first take an examination to obtain list eligibility. This does not apply to Student Assistant vacancies. [Learn all about it.](#)

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

When responding to the supplemental question, please follow these guidelines:

- Responses must be typewritten or generated by word processing software on 8½" X 11" paper.
- Responses must be limited to one OR two brief paragraphs.
- Identify the page with your full name.

**ADDITIONAL JOB-RELATED INFORMATION:**

The following is a list of additional features related to this job opportunity.

- All interested candidates must clearly indicate the basis of their eligibility in the Explanation section located at the bottom of page one of their application (STD 678).

**SUBMIT APPLICATION PACKAGES TO:**

MHSOAC  
Administrative Services Division  
ATTN: Christina Call  
1325 J Street, Suite 1700  
Sacramento, CA 95814

**CONTACT INFORMATION:**

Christina Call  
(916) 445-8732

Additional Information:

Working Title	Position Number
None Specified	475 - 550 - 5767 - XXX
<b>Will also consider hiring a(n)</b>	
RESEARCH PROGRAM SPECIALIST I -SOCIAL/BEHAVIORAL - \$4,930.00 - \$6,171.00	
Location	County
Mental Health Services Oversight & Accountability Commission	SACRAMENTO
Timebase	Tenure
Full Time	Permanent month(s)
Final Filing Date:	Department Link:
Until Filled	<a href="http://www.mhsoac.ca.gov/About_MHSOAC/Careers.aspx">http://www.mhsoac.ca.gov/About_MHSOAC/Careers.aspx</a>
Contact Unit/Address	Contact Name/Phone
Administrative Services Division 1325 J Street, Suite 1700 Sacramento, 95814	Christina Call (916) 445-8732

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