

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES
EMPLOYMENT OPPORTUNITY**

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

SUBSTANCE USE DISORDER PROGRAM ANALYST

Role Title: Program Administration Specialist II

Position #:01051

Pay Band 5 Level II Hiring Range \$42,614 - \$65,000

Closing Date: August 29, 2016

Excellent opportunity in Health Care Services Division's Managed Care Unit to develop and manage the various substance use disorder (SUD) and behavioral health initiatives with the department's contracted managed care organizations. This position's primary duties include planning and implementation of the managed care substance abuse and behavioral health benefit; overseeing the rollout of substance use disorder treatment and behavioral health initiatives; representing DMAS for special initiatives to both internal and external stakeholders; and working on cross-functional enterprise-wide and state-wide projects requiring collaboration with other key areas. Qualified applicants must have extensive knowledge of public and/or commercial health care and health insurance programs, and contract management. Requires considerable knowledge of health care industry and managed care operations; substance use disorder or behavioral health care delivery. Must have demonstrated leadership, project planning, contract management, and organization skills to ensure development, implementation and maintenance of complex programs and operations in a managed care environment. Requires proven ability understand complex business processes, and to work across divisions and agencies. Requires strong written and communication skills with proven ability to communicate effectively with diverse groups. Must be proficient using the PC with project management, presentation, spreadsheet, and word processing software. Health care or managed care operations experience strongly preferred; experience working with the treatment of behavioral health/substance abuse disorders a plus. Project management and contracting experience strongly preferred. Degree from accredited college or university with major coursework in public health, public or business administration, social work preferred; education/training/experience interchangeable.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS by **11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance.

EEO/AA/ADA