**System Of Care Consultant- Job Description**

**Overview:**

The \_\_\_\_\_\_ County Department of Human Services recently received a “System of Care” partner county grant from the PA System of Care Partnership. Part of a larger grant awarded to Pennsylvania by the Substance Abuse and Mental Health Services Administration (SAMHSA), this System of Care (SOC) grant is designed to implement Systems of Care in 15 counties across PA. A “system of care” is an organizational philosophy and framework that is designed to create a network of effective community-based services and supports to improve the lives of youth with complex challenges and their families. Systems of Care build meaningful partnerships with families and youth, address cultural and linguistic needs, and use evidence-based practices to help youth and families function better at home, in school, in the community and throughout life. The primary tool for sustainable change is partnership between youth, families and systems at every level, so that collaborative decisions about needed changes are driven by the youth and families served. This includes the use of High Fidelity Wraparound (HFW) as the engagement and planning process used with youth in or at risk of out-of-home placement. High Fidelity Wraparound is an intensive, team based process for designing and implementing individualized plans of care for youth with complex needs and their families. The process is youth and family driven. It follows the principles, phases and activities defined by the National Wraparound Initiative. The process allows the team to work together to assist the youth and family in realizing their hopes and dreams.

The various child-serving systems will continue to work in partnership including the Office of Children and Youth (OCY), the Juvenile Probation Office (JPO), the Office of Mental Health/Intellectual and Development Disabilities/Drug and Alcohol, Education and Magellan Behavioral Health, as well as youth and families who have received services through HFW and other programs, to implement the SOC in ways that are in keeping with the System of Care philosophy and relevant to \_\_\_\_\_\_ County. The Consultant on this project will work closely with the Integrated Family Services Plan Coordination and will be responsible for a number of tasks, including project management, meeting facilitation, outreach and ongoing communication with all stakeholders, and strategic planning with the grant governance board and operational workgroups.

**Duties Include:**

* Project Management for SOC implementation
* Development and maintenance of a SOC work plan
* Documentation and reporting of SOC grant milestones, both internally and to external reviewers or the grantor
* Recruitment and retention of members of the SOC leadership team and operational workgroups
* Meeting coordination and facilitation, including SOC leadership team and operational workgroups
* Direct contact and follow up with stakeholders
* Summarization of county SOC implementation, as outlined by leadership team
* Communication with and coordination of meetings with PA System of Care Partnership, Youth and Family Training Institute, and HFW services
* Process facilitation for SOC implementation, assisting in the development of a vision, mission and a plan for integration of services for youth and families throughout \_\_\_\_\_\_\_\_ County
* Maintenance of all reporting guidelines for SOC grant
* Relationship building and development across \_\_\_\_\_\_\_ County systems serving youth and families, including BH/IDD/D&A, OCY, JPO, area schools, Behavioral Health Managed Care Organization and youth, family, and community leaders