

MayInstitute

Program Director - Santa Cruz, CA

This position coordinates and oversees behavior analytic services for children diagnosed with autism spectrum disorder. In this leadership role, you will guide the development and expansion of our program in Santa Cruz, CA. You will maintain a caseload (*approximately 20 hours*) which consists of working directly with children and families; however, most of your time will be allocated to leadership and management activities.

The Program Director is responsible for onboarding of new employees and monitoring implementation of programs mainly within Santa Cruz and surrounding areas. Currently, services are offered to clients in home and school settings. Home-based services target the core and associated deficits of autism and our practices are derived from contemporary research in applied behavior analysis (e.g., verbal behavior). School consultation includes some direct work with students but could also involve consulting with teachers and other educators regarding intervention plans for students, classroom management, and school-wide systems change.

This position is also responsible for developing, supervising and cultivating a growing team of Board Certified Behavior Analysts, and Behavior Therapists. In addition, the Program Director will manage the day to day practices of the program, provide oversight and manage the operating budget, performance metrics, and staffing levels.

This is an exciting opportunity for a highly motivated, independent individual!

Responsibilities

- Ensure quality of care within the program by providing supervision to staff
- Provide supervision to staff seeking BCBA/BCaBA supervision
- Develop operating budgets based on historical performance and estimated future demand
- Manage monthly productivity and finances for office
- Manage waiting list and caseloads of staff
- Coordinate the recruitment of staff, including interviewing and selecting staff
- Maintain a limited caseload
- Provide leadership in the coordination of services between the May Center for ABA Services and local service providers including public school systems and local early intervention programs
- Participate in marketing, public relations, and fundraising activities as required
- Provide program information to interested parties in the format of formal presentations to large and small groups.
- Promptly respond to leadership, staff, and family communications

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Qualifications

- Master's degree in behavior analysis, psychology, or allied discipline
 - Board Certified Behavior Analyst for a minimum of one year
 - 1 – 2 years experience working with the design and implementation of treatment programs and some experience in supervision and training of staff
 - Experience with budgetary and programmatic decision-making
 - Strong leadership and organization skills
 - Strong verbal and written communication skills
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Why Join May Institute?

- We are dedicated to improving clinical understanding and creating new learning opportunities
 - We offer lifelong learning opportunities designed to meet the needs of employees at every stage of their education and career — from those just beginning to work in the human services field, to those in pre- and post-doctoral programs, as well as senior-level staff attaining advanced licenses and credentials.
 - The May Center for Applied Research and Peer Review directs, supervises, and coordinates research activity at May Institute, this Center supports an active agenda of publication in peer-reviewed journals as well as professional presentations at national and international conferences.
 - Comprehensive benefit programs including medical, dental, vision, life insurance, short term and long-term disability insurance. Additionally, we offer Pet, Auto, and Home Insurance.
 - Tuition Reimbursement and Tuition Forgiveness Programs are available to our employees to help offset education expenses
 - Generous paid time off to help you manage your work and life balance
 - Free CEU's provided by industry leaders
 - Supervision and opportunities to partner and collaborate with a dynamic peer group of BCBA's, and BCBA-D's
 - \$500-\$1000 Employee Referral Bonus!
 - \$1000 Sign On Bonus!
 - Other generous benefits include phone, auto, home insurance discounts, and more!
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Contact Info:

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