



**Job Code:** 9759

**Grade:** 23

**HCWR:** N

**Job Title**

Community Psychology Partner

**Department**

Psychiatry

This position is exempt from Career Service under the CCH Personnel Rules.

**Job Summary**

The Community Psychology Partner will be advocating for and facilitating diverse participation in Cook County Health (CCH) programming, clinical services, and affiliated research studies within local communities. The Community Psychology Partner is responsible for developing and sustaining local community-based partnerships among the diverse communities across Cook County. The position will be responsible for exemplifying the CCH mission, vision and values and acts in accordance with CCH policies and procedures.

**General Administrative Responsibilities**

*Collective Bargaining*

- Review applicable Collective Bargaining Agreements and consult with Labor Relations to generate management proposals
- Participate in collective bargaining negotiations, caucus discussions and working meetings

*Discipline*

- Document, recommend and effectuate discipline at all levels
- Work closely with labor relations and/or labor counsel to effectuate and enforce applicable Collective Bargaining Agreements
- Initiate, authorize and complete disciplinary action pursuant to CCH system rules, policies, procedures and provision of applicable collective bargaining agreements

*Supervision*

- Direct and effectuate CCH management policies and practices
- Access and proficiently navigate CCH records system to obtain and review information necessary to execute provisions of applicable collective bargaining agreements



### **General Administrative Responsibilities**

#### *Management*

- Contribute to the management of CCH staff and CCH' systemic development and success
- Discuss and develop CCH system policies and procedures
- Consistently use independent judgment to identify operational staffing issues and needs and perform the following functions as necessary; hire, transfer, suspend, layoff, recall, promote, discharge, assign, direct or discipline employees pursuant to applicable Collective Bargaining Agreements
- Work with Labor Relations to discern past practice when necessary

### **Typical Duties**

- Collaborates with community partners to identify the informational and resource needs of the communities around mental health and substance abuse
- Develops strategic initiatives around bidirectional and reciprocal partnerships with other local nonprofits, government, civic and community-based organizations to provide programs that leverage each other's strengths, maximize personnel and other resources, appeal to funders, and extend the reach of CCH Mental Health Services. Collaborates and builds an alliance among key public agencies, not for profit service providers, community-based organizations, and foundations
- Manages services related to community outreach activities
- Provides information and gives talks regarding mental health topics to members of the community
- Nurtures existing and creates new relationships between CCH Department of Psychiatry and community groups with a mutual interest in the care of and research for the uninsured, underinsured, underserved, and disenfranchised populations of Cook County, particularly those at highest risk for health disparities. This includes attending local and national events in support of these relationships and continually assessing and addressing community needs
- Facilitates internal partnerships within CCH to leverage collaboration and expertise
- Manages any budget allocations for local community outreach activities intended to build and sustain mutually beneficial relationships between diverse communities and CCH
- Engages in community-based research, comprehensive needs assessments and program evaluations as necessary
- Attends and participates in meetings as needed
- Perform other duties as assigned

### **Minimum Qualifications**

- Doctorate degree in Community Psychology from an accredited college or university
- Two (2) years of work experience in a healthcare setting
- Two (2) years of research and programmatic grants management experience

### **Preferred Qualifications**

- Experience in the leadership of community-based organizations
- Experience with Black and Latinx communities in Chicagoland



**Preferred Qualifications**

- Experience with LGBTQIA communities in Chicagoland
- Some clinical psychology or social work training

**Knowledge, Skills, Abilities and Other Characteristics**

- Excellent interpersonal skills necessary to build mutually beneficial relationships with a diverse group of people including local stakeholders, health care professionals, local government officials, community members, entitlement and governmental agencies, potential and current research participants, and other CCH staff.
- Excellent oral/written communication skills
- High-level skills in planning, strategizing, and executing activities and plans such as networking, educational materials and informational presentations, recruitment, sustainable participation, and giving back to communities
- Demonstrates constructive involvement with professionals within the Department, the CCH institution and in the community
- Ability to self-direct and work independently with efficient time management skills
- Ability to work within and direct the work of teams
- Computer skills with ability to use Microsoft Office, including Microsoft Word and Excel. Ability to work with additional database programs preferable, including REDCap and statistical programs

**Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

**The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.**

**For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.**