



## Chemical Abuse Services Agency, Inc. (CASA) SEARCH FOR THE EXECUTIVE DIRECTOR

Culturally Centered  
Treatment is at the  
Heart of CASA

*The mission of CASA, Inc. is to provide holistic and culturally competent community-based behavioral health services to individuals, families and communities seeking recovery from addictions, co-occurring disorders and related behavioral health issues.*

### **About Chemical Abuse Services Agency, Inc. (CASA)**

CASA was founded in 1987, serving Spanish-speaking population in Bridgeport with substance abuse services. Focusing on all low income populations, CASA has expanded to New Haven and grown considerably. A 501-c-3 nonprofit organization, CASA provides residential and outpatient treatment services, as well as supportive housing services as noted below.

CASA provides substance abuse treatment and co-occurring disorders treatment to critical populations. The impact of illicit drugs is disproportionate in communities which have historically experienced some form of oppression or marginalization such as the LGBTQIA+, African American and Latino communities. CASA and its programs continue to respond to the need to provide substance abuse treatment that is respectful, sensitive, and inclusive of an individual's cultural, ethnic and sexual orientation background.

Services provided by CASA are located in six sites, and include intensive and intermediate in-patient treatment, day and evening outpatient treatment, ambulatory detoxification, chemically supported treatment, outpatient treatment designed for women with children, Latino Outreach and HIV services, housing recovery services to recovering substance abusers and persons with HIV/AIDS, and primary care available in select sites.

In 2022, CASA served over 1,000 individuals, with a full-time staff of 58 and 46 part-time, and proudly has CARF accreditation. Accreditation signals a service provider's commitment to continually improving services, encouraging feedback, and serving the community. In addition, CASA is proud of its long history and reputation in the behavioral health arena, of providing significant continuum of care, and of working closely with its external partners/collaborators.

CASA is governed by a Board of Directors, which is strongly committed to the organization's mission and values, and is fully engaged and supportive. CASA has an operating budget of approximately \$6.0 million, half of which is from patient billing revenue (i.e., Medicaid, Medicare, commercial insurance). State, local and Federal agencies (e.g., CT DMHAS, DOH, City of Bridgeport) provide majority of remaining revenue. For more on CASA's history, treatment approach and services, please visit <https://www.casaincct.org/about-us>

### **CASA's Strategic Integrated Plan includes following Goals in Support of Its Mission**

CASA shall develop and provide, and/or promote the development of comprehensive culturally appropriate behavioral health services, which include community education, prevention, identification and referral, intervention, substance abuse treatment and mental health treatment as well as recovery based continuity of care. CASA is established as a response to the need for these services to be available and accessible to the Latino, African-American and other ethnic groups, which have been traditionally under served.

- Culturally Relevant Recovery Programming
- Continue Expansion and Improvement of Opioid Treatment Program Services
- Recruit, Cultivate, Maintain Stable Workforce
- Diversify into Non-Governmental Funding Sources
- Expand CASA Substance Abuse Treatment Model to include Integrated Mental Health/Primary Care Svces.
- Improve Women with Children Services
- Establish Compliance and Quality Improvement process for all Recovery Care Services
- Maintain CARF Accreditation
- Improve and Expand Referral and Continuum of Recovery Care Services
- Client Housing (supported housing services)
- Collaborative Service Agreements/Strategic Alliances
- Expand awareness for services; increasing accessibility to those who can benefit from services
- Physical Plant Improvement
- Engage in a comprehensive Succession Planning process



## **Profile of the Ideal Executive Director Candidate**

The Executive Director will report directly to the CASA Board of Directors and be a passionate advocate promoting CASA's mission, core values and principles of practice, and CASA's commitment to excellence in all aspects of programming, service provision and business practices. Equally important to this role is fostering an environment that values, supports, and builds the expertise and insights of CASA's staff and community stakeholders. The Executive Director will work in close partnership with the CASA Board and senior leadership team to implement the strategic plan for organization, and oversee implementation of strategic goals and action plans. The Executive Director's principle responsibilities follow:

### **Program Administration**

- While overseeing alignment with CASA's mission and vision, and the strategic plan, ensures programming is recovery centered and multi-culturally relevant to the diversified communities CASA serves. Supervision of executive management team (Administration, HR, Fiscal, Clinical and Housing)
- Ensures administrative and clinical compliance with licenses, regulations and contracts, while overseeing a system of program quality and evaluation. Also participates in program development.
- Manage and navigate CASA through environmental, business, policy and regulatory changes to ensure the continuity of CASA's mission.
- Build organizational and staff capacity, develop processes ensuring organization runs smoothly and promote teamwork across diverse aspects of CASA's core programming and functions, by developing, empowering, and maintaining high-performing teams and coaching leaders to develop.

### **Financial Management and Planning**

- Oversee processes for budgeting, forecasting, reporting, internal controls, and risk management; execution of the fiscal year plan and meeting revenue and net income goals
- In coordination with the Financial Manager, ensure annual audit is successfully completed.
- Manage communications with the Board to provide regular comprehensive reports/analysis on revenue, expenditures and other key financial and non-financial metrics.
- Oversee all funding development efforts which align with the CASA mission. Identify alternative funding sources in order to ensure financial sustainability. Ensures all government grant accounts are managed and in full expenditure and reporting compliance.

### **Management of Facilities**

- Participates in appropriate levels of asset management for all supportive housing programs.
- Oversees and further development of a system of inventory control and a system of maintenance that is conducive to optimally functioning facilities.
- Plans for future developments relative to property acquisition, renovations and modifications.

### **Community and Board of Directors Relations**

- Serve as CASA's ambassador/spokesperson; provide leadership and oversight of communications.
- Establish good working relationships/collaborative arrangements with community groups, funders, politicians and other groups to help achieve goals, enhance visibility/awareness of CASA and its impact.
- Effectively communicate with the Board of Directors to provide clear, concise, accurate reports and data; assist with the recruitment of new Board members; assist with facilitation of Board functions.

**Ideal Candidates will have following experiences and abilities**, to support above described responsibilities:

### **Senior Leadership and Management**

- Strong track record of strategic thinking and experience moving an organization in a strategic direction, including aligning programs, the business model, internal systems and structures, the skills of the staff and Board, information technology practices, and finances to support that strategy.
- Senior level non-profit management experience, including leading, inspiring and managing a large and diverse staff; managing a significant operating budget; collaborating with nonprofit boards; and working with medical/counseling professionals.



- Professional background that demonstrates strong experience in public health and/or behavioral health (BH) administrative processes; knowledge of state and federal guidelines for opioid and BH programs.

#### **Government and Community Relations**

- Familiarity with public policy issues related to the development and management of comprehensive, recovery-centered, culturally appropriate substance abuse treatment and co-occurring disorder services, as well as recovery based continuity of care.
- Ability to evaluate and respond to the rapidly changing behavioral health care, emerging addiction treatment, recovery support services/practices environment.
- Ability to represent CASA before local, state and national governmental bodies, and participate in local, regional and national organizations and activities related to goals and functions of CASA, in coordination with members of senior leadership team. Transparent and authentic communicator who actively listens.

#### **Minimum Qualifications: Candidate's Demonstrated Experience**

- Understanding multiple levels and modalities of substance abuse treatment care; co-occurring disorders.
- Five years of successful and progressive experience in senior leadership, advocacy, fundraising, community relations, managing senior staff, building awareness, and fiscal and programmatic oversight.
- College degree in a relevant field of study; advanced degree preferred.

#### **Personal Attributes**

- Strong "person served" ethic.
- Mission & values oriented: considers them both as a framework for all decisions.
- Visionary, charismatic, energetic, enthusiastic and creative leader with desire to promote multi-cultural health and recovery. Highly inclusive: demonstrates high emotional intelligence and leads by example.
- Demonstrated excellence regarding interpersonal, facilitation, and negotiation skills.
- Professional development oriented/capacity builder: committed to ongoing development (self and staff).
- Courage: strong communication skills; able to work through tough decisions in person and in writing.
- Demonstrated abilities with technology and digital platforms.
- Bilingual language skills preferred (English/Spanish).
- Ability to prioritize and build strong networks.
- Strong interpersonal skills (e.g., empathy and humility)

#### **Candidate Application Guidelines**

This national search is being conducted by NEGRON Consulting and led by Michael Negrón. All submissions are kept strictly confidential. To express an interest, candidates should **include a resume and cover letter**, indicate how you learned of the position and apply to:

**Search@negriconconsulting.com** with **subject heading: CASA Executive Director**.

The salary range for this position is \$150,000 to \$175,000. All applications will be acknowledged and accepted until the position has been filled. No direct phone calls or applications sent to CASA will be reviewed nor will qualify as candidacy for the position.

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*Chemical Services Abuse Agency, Inc. (CASA) is an equal opportunity employer and seeks to employ and assign the best qualified personnel for all our positions in a manner that does not unlawfully discriminate against any person because of race, color, religion, gender, marital status, age, national origin, physical or mental disability, sexual orientation, veteran/reserve national guard status, or any other status or characteristic protected by law.*

**CASA: At the Heart of Recovery**