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| <b>AutoReqId</b>                      | 8075BR   |
| <b>Title</b>                          | Sr Associate,Mental Health Program   |
| <b>City</b>                           | Washington   |
| <b>State</b>                          | DC   |
| <b>Country</b>                        | United States  |
| <b>Employment Status</b>              | Regular  |
| <b>Full-Time / Part-Time</b>          | Full-Time  |
| <b>% of Travel Required</b>           | 0 - 25%  |
| <b>Relocation Benefits Available?</b> | No   |
| <b>Job Description/Qualifications</b> | <p>Job Summary:</p> <p>The Mental Health Program Sr. Associate is primarily responsible for the development and coordination of the psycho-educational program(s) for military families within the Service to Armed Forces Department. Serves as point of contact between national headquarters, Department of Defense and Red Cross field units for information related to the program. Works with internal and external partners to support the psycho-educational program goals and activities.</p> |

Major Responsibilities:

- Develops and executes Service to the Armed Forces Mental Health Program
- Serves as subject matter expert and point of contact on psycho-educational program(s) within the SAF department and within chapters
- Engages appropriate subject matter experts to develop additional program initiatives internally and externally.
- Provides oversight for the Coping With Deployment course information to Chapters, stations and military units and potential new instructors to include:
  - o Acts as coordinator for SAF mental Health Programs
  - o Provides material and logistical support to course hosts and instructors
  - o Organizes and supports instructor training
  - o Maintains course records including course schedule, instructor assignments, attendance statistics, participant and instructor feedback forms
  - o Prepares monthly statistical reports and other reports as required
- Develops guidelines for participation in special national headquarters volunteer opportunities for chapters and stations as appropriate
- Works with internal departments and external partners in development of program goals and activities
- Supports activities related to the overall mission, goals and objectives of the Policy and Program Development unit within Service to Armed Forces department
- Other duties as assigned

Scope: Works closely with internal and external partners day to day to facilitate Red Cross goals and support of the development and execution of the psycho-educational program. Serves as point of contact for program development, information and implementation.

Qualifications:

- Bachelor's degree in Public Health, Social Work, or related field
- Three years of project management or health related operations experience required
- Knowledge of U.S. military desired
- Ability to meet changing needs of a mobile and diverse community and evolving program
- Excellent written and verbal skills

The American Red Cross National Headquarters is an Equal Opportunity/Affirmative Action Employer.[go to link below to apply for this position](#)

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