

Posted 12/19/2024



Position Title: Mental Health Support Program Coordinator

Position Type: Full-time, with benefits

About the Mental Health Support Program:

The Catholic Multicultural Center (CMC) is launching an exciting new program to address the critical need for culturally appropriate mental health services within immigrant communities in South Central Wisconsin. This grant-funded initiative will establish a peer-led support group program utilizing an evidence-based curriculum. The program will also involve education to the community at large, coordinating with research partners at UW-Madison, and fostering pathways for immigrants into mental health careers. The Mental Health Support Program Coordinator will play a pivotal role in the development, implementation, and success of this innovative program.

Essential Job Activities and Responsibilities:

- **Program Development and Implementation:**
 - Recruiting, training, and supervising immigrant Peer Leaders and Peer Investigators.
 - Coordinate and facilitate Peer Leader training, including mental health awareness and crisis intervention training.
 - Oversee the delivery of the mental health curriculum and ensure program fidelity.
 - Plan and facilitate ongoing community-based mental health programming beyond the initial MHPSS curriculum.
 - Coordinating support group logistics, including scheduling, arranging childcare, and managing resources.
- **Community Partnership and Outreach:**
 - Cultivate and maintain strong relationships with community partners.
 - Collaborate with partners to deliver culturally competent services and resources to participants.
 - Facilitate community outreach events, workshops, and presentations to raise awareness of immigrant mental health needs.
 - Disseminate program findings and best practices to service providers and the wider community.
- **Research and Evaluation:**
 - Assist the UW research partner in recruiting and mentoring Peer Investigators for a participatory action research project.
 - Support Peer Investigators in conducting research on barriers to mental health care within their communities.
 - Contribute to the evaluation of support groups and analyze program outcomes.
 - Document program activities to guide partners statewide in implementing similar programs.
- **Administrative and Reporting:**
 - Maintain accurate records of program data, cooperate with grant reporting requirements, and assist with development of future grant applications.
 - Obtain required resources for programming, per budget items and amounts
 - Adhere to program budget and expenses.

Qualifications:

- Master's degree in Social Work, Psychology, or a related mental health field, is preferred*. *Lived or other experience will be considered in lieu of a Master's degree, particularly for candidates who have navigated resettlement in the US, possess an Associate's degree in a related field, and demonstrate significant relevant experience.
- Experience in program management and staff supervision.
- Demonstrated experience working with diverse populations, particularly immigrants and refugees.
- Knowledge of mental health issues and culturally competent service delivery.
- Excellent communication, interpersonal, and organizational skills.
- Proficiency in any relevant languages (Spanish, Arabic, Swahili, Dari, Pashto) is highly desirable.
- Strong commitment to social justice and the mission of the Catholic Multicultural Center.

Benefits:

- Paid time off (holidays, vacation and personal days)
- Health insurance
- Dental insurance
- Vision insurance
- Flexible spending account
- Retirement program
- Salary range: **\$58,000 - \$60,000**

To Apply:

Please submit your resume and cover letter to employment@cmcmadison.org

Deadline: January 17th, 2025

Why This Role Matters:

This position offers a unique opportunity to make a real difference in the lives of immigrants in our community. You will be joining a passionate team committed to providing culturally aware social services and fostering a more inclusive and supportive environment for all.

The Catholic Multicultural Center (CMC) is a community center and social services agency on Madison's south side dedicated to serving the diverse needs of our community, with a special focus on the various immigrant communities who have made this area home. We provide essential services, including a free meal program, food pantry, and English language classes, while also fostering personal growth through educational workshops and community-building events. At CMC, we strive to create a welcoming space where everyone feels valued and supported on their journey to a better life. CMC is an equal-opportunity employer.