



State of New Jersey

# NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

***The Department of Health has a career opportunity for qualified candidates for the following position:***

Title <b>Chief Executive Officer Care Facility [Unclassified]</b>			Salary <b>M98 \$150,000 - \$170,000</b>
Posting Number <b>613-23</b>	Position Number <b>055298</b>	Number of Positions <b>1</b>	Posting Period * From: <b>10/18/2023</b> To: <b>11/14/2023</b>
Location: <b>Ann Klein Forensic Center  1609 Stuyvesant Avenue  Trenton, NJ 08628</b>			Scope of Eligibility/Open to: <b>Applicants who Meet the Requirements</b>
<b>GENERAL DESCRIPTION</b>			
<p>The selcted candidate will be responsible for overseeing a 199-bed forensic hospital and the clinical staff of the Special Treatment Unit (STU) and the Outpatient Competency &amp; Sanity Evaluation Team. Provides direct supervision of Medical Director, Deputy CEO, Chief Operating Officer, Clinical Director of the STU, Human Resources Manager, Director of Nursing, Quality Improvement Director, and other management staff. There is approximately 800 employees and contractors under the CEO's span of control located in two main sites. Ensures the implementation of Department of Health policies, State and Federal statutes and laws that are applicable to the operation of a health care facility. Responsible for the development and management of a quality assurance system that complies with standards promulgated by accrediting and certifying agencies that include the Joint Commission on Accreditation of Hospitals, Federal Department of Health and Human Services, and the Centers for Medicare and Medicaid services. Oversees the development, implementation and monitoring of clinical programs designed to meet the level of functioning and/or care needs of patients. Responsible for overseeing the facilities physical plant operations. Ensures full Joint Commission Accreditation, and adherence with all relevant department, state and federal regulations and laws. Ensures hospital and facility complies with court orders, civil and SVP comitment processses. Maintain a collabative working relationship with other state hospital leaders and the Department of Corrections. Works diretly with the hospital Board of Trustees.</p>			
<b>REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)</b>			
<p><b>EDUCATION:</b> Graduation from an accredited college or university with a Bachelor's degree supplemented by a Master's degree in Business Administration, Hospital Administration, Social Work, Psychology, Counseling, Nursing, or other human services related field.</p> <p><b>EXPERIENCE:</b> Five (5) years of administrative experience in the management of a care facility for the aged, mentally ill, developmentally disabled, and/or troubled adolescent children, three (3) years of which shall have included direct supervision of a major hospital, institution, or adolescent care unit or program.</p> <p><b>LICENSE:</b> Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.</p>			
<b>IMPORTANT FILING INSTRUCTIONS</b>			



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If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:  
***PST.AKFC@doh.nj.gov***
- Mail the required documents to:  
**Cheryl V. Manson, Manager 2, Human Resources**  
**Ann Klein Forensic Center**  
**Reference Posting #613-23**  
**New Jersey Department of Health**  
**PO BOX 7717**  
**West Trenton, NJ 08628-7717**

**Required documents:**

- cover letter
- resume
- completed application, found at:  
<http://www.nj.gov/health/forms/dpf-663.pdf>

*\* Responses received after the closing date MAY be considered if the position is not filled.*



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## IMPORTANT NOTES

**State as a Model Employer  
of People with Disabilities  
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov), or call CSC at (833) 691-0404.

**PHEL Candidates:**

If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.

**Direct Client Care:**

If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.

**New Jersey  
First Act:**

In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.

**Resume Note:**

Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

**Authorization to Work:**

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

**The New Jersey Department of Health is an Equal Opportunity Employer.**