



CENTER FOR CHILD  
& FAMILY HEALTH

<b>Job Title:</b>	Associate Training Director
<b>CCFH Program:</b>	North Carolina Child Treatment Program (NC CTP)
<b>Location:</b>	Durham, NC
<b>Position Type:</b>	Full-Time

**JOB DESCRIPTION**

**Reports to:**  
NC CTP Training Director

**Organizational Summary:**

Established in 1996, the Center for Child and Family Health (CCFH) is a community-based nonprofit organization. CCFH’s mission is to define, practice, and teach the highest standards of care in treating and preventing childhood trauma, serving more than 2,500 children and families each year. CCFH training faculty are committed to developing and sustaining a child trauma mental health workforce across North Carolina and the country, leveraging state and federal programs to support clinical training, consultation, and technical assistance. CCFH faculty hail from Duke University, the University of North Carolina at Chapel Hill, and North Carolina Central University. They include clinicians, researchers, nationally-endorsed trainers in evidenced-based treatments (EBTs), and clinical and implementation experts. CCFH is located in Durham, North Carolina, and is a Category III site in the National Child Traumatic Stress Network (Substance Abuse and Mental Health Services Administration, U.S. DHHS).

The North Carolina Child Treatment Program (NC CTP) is a collaborative initiative within CCFH. NC CTP has been in operation since 2006, serving as a statewide platform for the implementation and support of child trauma mental health EBTs. In 2013, the North Carolina General Assembly awarded NC CTP an annually-recurring appropriation, administered by the NC Division of Mental Health/Developmental Disabilities/Substance Abuse Services (NC DMH/DD/SAS), to support an array of child trauma mental health EBTs across North Carolina. Currently, NC CTP disseminates six child trauma mental health EBTs across North Carolina.

**Associate Training Director Responsibilities:**

The Associate Training Director will be an active leader within NC CTP, providing expertise and leadership related to implementation and evaluation of evidence-based practice, analyzing and reporting data to support and improve NC CTP’s training and implementation platform, and collaborating with the NC CTP leadership team and faculty/staff to support training delivery.

- Lead and streamline NC CTP performance and outcomes reporting to the State and other funders, and CCFH data requests;
- Provide oversight of clinical assessment outcomes across evidence-based treatment (EBT) Learning Collaborative trainings;
- Provide leadership related to clinical continuous quality improvement (CQI) processes across models to encourage outcomes- and data-driven decision making;
- Present on and guide discussion around data and project updates to faculty, staff and leadership;
- Contribute to content development of resources and tools that support effective clinical practice, implementation, and advocacy (e.g., tool to support cost-based reimbursement for clinicians practicing a certain treatment model);
- Collaborate with NC CTP faculty/staff to support cross-model coordination of clinical content and processes;

- Collaborate with NC CTP faculty and staff to support cross-model Senior Leader Track coordination and improvement, training agency leaders across the state in addressing barriers to sustained implementation;
- Provide leadership in the Senior Leader Track for the Parent Child Interaction Therapy/Child and Adult Relationship Enhancement (PCIT/CARE) Learning Collaboratives;
- Participate in internal and external workgroups and taskforces related to NC CTP mission and sustainability;
- Stay abreast of research and best practices in child mental health evidence-based assessment, treatment, and consultation; program development and evaluation; and implementation and sustainability principles;
- Promote diversity, equity, and inclusion within Learning Collaborative activities as well as within NC CTP and CCFH.

The above statements describe the general nature and level of work being performed by the individual assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties.

**Education/Training:** Master's degree or PhD required.

**Experience:** Experience with program improvement and/or evaluation, expertise in data management and analysis, experience with implementation of evidence based practices, preference for experience with child and family mental health and/or trauma.

**Skills:** Excellent verbal and written communication, strong data analysis skills, and knowledge of program implementation.

**Qualities:** Genuine passion for meeting the needs of children and families exposed to trauma and adversity; commitment to diversity, equity, and inclusion; a self-reflective, strengths-based, collaborative, and growth-oriented leadership style; flexibility and determination.

**Travel Requirements:** Occasional travel within the Triangle area and other NC communities.

**Physical Requirements:** None.

**Salary:** \$65,000-\$70,000, depending on education and experience.

**CCFH is committed to building a culturally diverse team. We strongly encourage candidates of color to apply.**

#### **APPLICATION INFORMATION**

Please email a letter of interest, resume to Kelly Knapp at [Kelly.Knapp@duke.edu](mailto:Kelly.Knapp@duke.edu). Applications will be reviewed on a rolling basis, and applicants are encouraged to apply early.