



Mental health
advocacy, education
and support.

NAMI Chicago Job Posting

Title: Director of Wellness

Type: Full-Time

Reports to: Executive Director

The mission of the National Alliance on Mental Illness (NAMI) Chicago is to provide hope and improve the quality of life for those whose lives are affected by mental illness. NAMI Chicago seeks to fill gaps in Chicago's mental health system, with an intentional emphasis on serving underrepresented populations and breaking down barriers to care.

NAMI Chicago is experiencing significant growth in our organization, which supports individuals, families, professionals, and community members in understanding and navigating the system of mental health services. We are seeking to hire a Director of Wellness to develop, implement and maintain company-wide total well-being initiatives. This individual must have clinical background and has experience in serving vulnerable populations.

Responsibilities:

- Develop and implement overall strategy for health & wellness programs ensuring competitive, cost-effective plans that drive a wellness culture that inspires, motivates and equips employees to adapt and maintain a healthy lifestyle
- Manage benefit programs, vendors, and other HR associates for services, premiums, and plan administration
- Ensures that plans comply with federal, state and local laws and regulations. Establishes and monitors processes and controls to ensure ongoing compliance.
- Direct communication strategy to promote and continuously educate employees on benefit and well-being programs
- Explore ideas and opportunities to personalize the program to increase employee participation
- Counsel and support employees regarding their coverage and options according to established policies
- Create and implement integration plans for staff returning from leave
- Lead bereavement groups and trauma response groups
- Lead psychological first aid activities in community as needed by City or partners
- Provide training on mental health issues including burn out, compassion fatigue, etc. to community partners and law enforcement
- Keep abreast of current national wellness and wellbeing initiatives and activities, developing a network of resources
- Attend all case reviews and staff meetings or trainings
- Other duties as assigned by Executive Director



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Requirements:

- Master's Degree in social service field or equivalent experience, LCSW or LCPC preferred
- Strong verbal and written communication skills
- Prior experience with the mental health system and crisis situations.
- Prior experience in managing a team and creating a supportive environment
- Demonstrated commitment to serving underrepresented and vulnerable populations, including social and racial/ethnic minorities as well as those living with mental illnesses and/or substance use disorders
- Willing to work in a diverse environment in regards to race, ethnicity, culture, sexual orientation and gender
- Proficiency in Microsoft Windows, Microsoft Office, and database management.

Applications will be accepted until the position is filled. Please send your resume and cover letter to careers@namichicago.org. NAMI Chicago is an equal opportunity employer.