



School Based Telebehavioral Health (SBTBH) Community Engagement Specialist

About the Brookline Center

The Brookline Center for Community Mental Health is a leading provider of mental health care and social services for adults and children. The Brookline Center has long played a significant role in expanding access to mental health care in the community, and the pandemic has only heightened these needs.

Beyond our provision of high quality, affordable outpatient care, the Brookline Center creates and operates nationally recognized, innovative mental health programs through partnerships with schools, community agencies, and healthcare providers in Greater Boston, across Massachusetts and, increasingly, nationwide. In response to the ongoing crisis in mental health care access, the Center is poised for significant strategic growth in the coming years.

Learn more about our work and impact at www.brooklinecenter.org.

Position Summary

We are seeking a Community Engagement Team Specialist to support the statewide implementation of the School-Based Telebehavioral Health (SBTBH) program by supporting a caseload of school districts and their provider partners with implementation of high-quality, cost-effective school telebehavioral health services. This role serves as the primary liaison to school districts, clinical providers, and community partners, while ensuring operational processes remain efficient, data-driven, and equity-focused.

This person plays a critical role in translating strategy into action and is responsible for enhancing, developing and maintaining strong partnerships, streamlining communication amongst all stakeholders, and coordinating operational workflows that drive quality and consistency across districts.

Duties and Responsibilities:

Partnerships & Relationship Management

- Serve as the primary liaison to school districts and community partners, ensuring timely communication, responsiveness, and follow-through.
- Establish and maintain successful relationships with clinical providers, district leads, and interagency partners to address community development and engagement needs while promoting alignment with health equity initiatives.
- Assemble and survey community stakeholders by facilitating discussions related to health equity, access, and collaboration within the SBTBH network
- Represent SBTBH in partner meetings, stakeholder groups, and social care organization collaborations to advance operational and business process changes.

Operational Management & Systems Coordination

- Oversee operational workflows, including working closely with SBTBH team members on district onboarding, program metrics tracking, and issue resolution.

- Maintain systems for tracking deliverables, decisions, and performance metrics to ensure accountability.
- Develop and monitor key program performance indicators.
- Collaborate with SBTBH evaluation, finance, and program management teams to align operational data with grant and contract requirements.
- Identify areas for process improvement and assist with implementing solutions that increase efficiency and consistency.

Program Implementation Support

- Coordinate training and implementation activities with provider organizations and districts.
- Prepare and present operational summaries, progress updates, and reports.
- Collect and prepare documentation and communication of key program updates, ensuring clarity across internal and external stakeholders.
- Participates in academic and program development activities such as updating educational curricula, contributing to journal articles and reports, and supporting dissemination of program outcomes and best practices.

Core Competencies for Success in this Role

- Relationship Management & Communication
- Operational Excellence & Accountability
- Health Equity & Access
- Strategic Coordination
- Data Integrity & Tracking
- Systems Thinking

Qualifications:

- Bachelor's degree in public health, behavioral health, education, or a related field.
- Experience working in or with school-based settings is required. Preferably K-12.
- Minimum 5 years of experience in program operations, partnership management, or coordination within behavioral health or school/ educational settings.
- Demonstrated skill in stakeholder engagement, relationship management, and cross sector coordination.
- Business process analysis skills.
- Strong project management and organizational skills with attention to accuracy and follow-through.
- Experience applying equity frameworks to program design and service delivery.
- Proficiency with Microsoft Teams, Excel, Word, PowerPoint, and data-tracking tools.

Salary, Hours and Benefits:

Salary range: \$65,000-\$70,000

Placement within this range will depend on factors including the candidate's relevant experience, demonstrated skills, alignment with the role's responsibilities, and internal equity. While the posted range represents our good-faith expectation of compensation for this position, the actual salary offered

may fall toward the lower end of the range for individuals who are still developing skills or experience aligned with the role's full scope.

This is a full-time position, 40 hours/week.

Equal employment opportunity

The Brookline Center is an equal opportunity employer, committed to workplace diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.