



Behavioral Health Association of Providers

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Finding Your Dream Job/Candidate in Behavioral Health



In this Webinar, attendees interested in new opportunities will learn :

- Best practices for evaluating a job opportunity in behavioral healthcare
- How to get your information to and past the gate keeper
- How to make an impression on decision makers

Attendees interested in hiring will learn:

- How to attract their ideal candidate
- Best practices for screening, hiring, training, and retaining their candidates.

Co-Hosted By:



Jordan Young
CEO, Jordan &
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Jamie C. Vance
CEO, The Vance Group



**JORDAN AND ASSOCIATES
CONSULTING, LLC**

Jordan's personal recovery and desire to help others pushed him into his career in behavioral healthcare. Since 2010, he's worked in positions where he helped over 4,000 patients find treatment that met their clinical, demographic, and financial needs; designed and oversaw a national conference series where he formed relationships with hundreds of behavioral healthcare companies, and thousands of industry individuals; and provided recruiting and consulting services for start-up or established treatment centers, and organizations servicing the treatment industry.

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Jamie Vance has worked for leading companies in behavioral health for over 15 years. He started on the ground floor and worked his way to Chief Marketing Officer at a 400-bed addiction treatment company, where he helped grow the company from \$5M to \$30M in revenue over three years by building out digital marketing, admissions, alumni marketing, and sales teams. Jamie has a passion for seeing others realize success and takes a coaching approach to get there.

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Finding Your Dream Job

**Is This An Organization
You Want to Join?**

1

**Dig into their website,
research their staff**

2

Ask Around

3

Ask Inside

**Does This Position Fit Your
Desired Career Path?**

Ask Yourself:

- What position do I want to be in 3, 5, and 10 years from now?
- What type of organization do I want to be at 3, 5, and 10 years from now?
- What experience will I gain to help me continue towards long-term goals?
- How does the organization develop its people?

Getting Your Foot in the Door

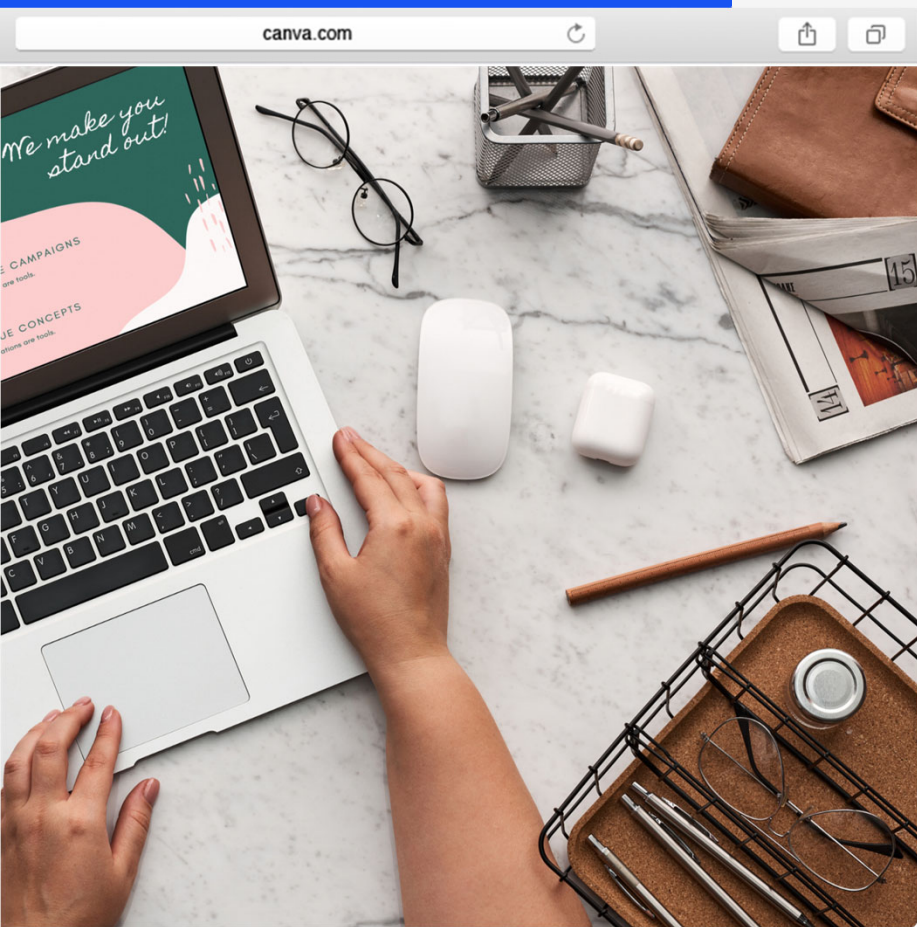
Use All Sources Possible!!

- Company website
- Job Boards (Search Indeed, ZipRecruiter, Career Builder, etc.)
- LinkedIn Connections
- Network With Connection Outside of the Organization

Presenting Your Resume

- Contact Information (Phone, Email, and Location)
- Length - No more than 2 pages
- Format - Simple fonts, bullet points
- <https://www.indeed.com/career-advice/resumes-cover-letters/bad-example-of-resume>

Zoom and Phone Interviews



- Not On The Road
- Dress as if interviewing face-to-face
- Ensure location is clean, free from distractions, and has stable internet connection
- “Just because you’re on Zoom doesn’t mean you shouldn’t ask for the job. Always ask for the next step/the job.”

Face-to-Face Interviews

Putting Your Best Foot Forward

- Dress
- Eye Contact
- Smile
- Show Excitement



Interview Questions, Question Behind the Question, & Things to Consider



Can you tell me
about
yourself?



Why are you seeking
in a new
opportunity?



Where do you see
yourself in 3, 5, or
10 years?



Question Behind
The Question



**How to Ask For the Job
and, “Close the Deal.”**

- Ask if the hiring manager has any reservations about moving the candidate along to the next step?
- Ask what your next step will be?

Finding Your Dream Candidate

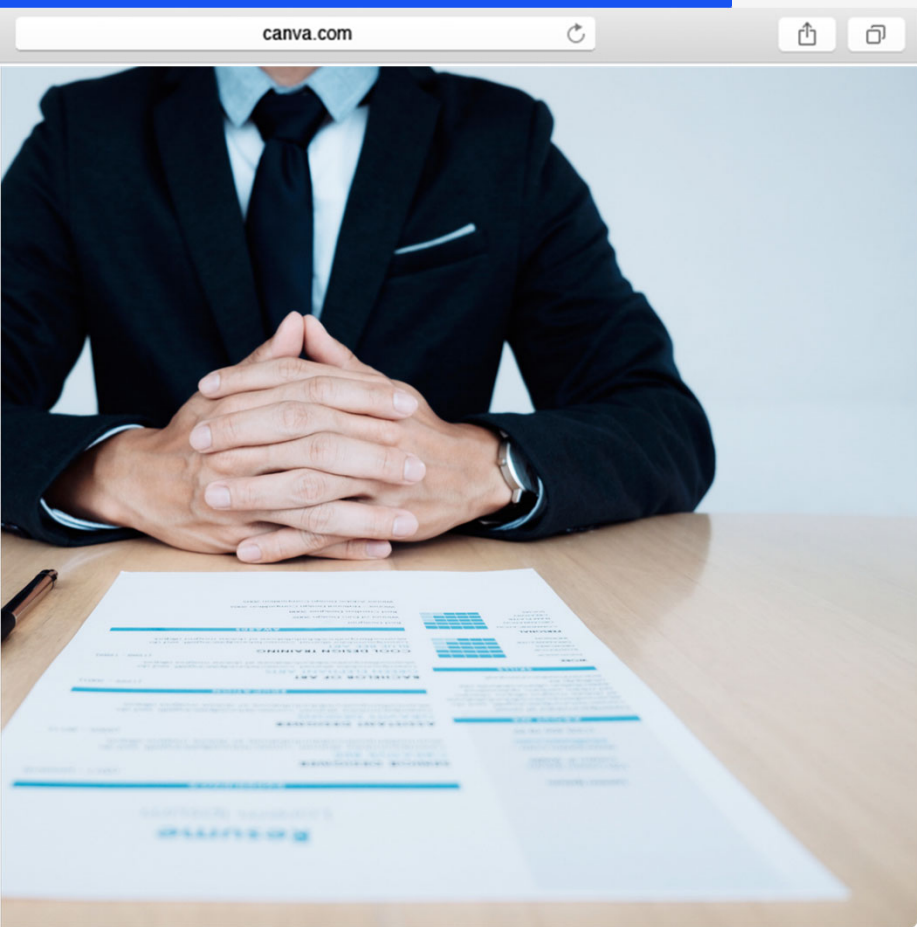
**Identify Characteristics and
Background You Want**

What are the most likely indicators of future success for this positions?

(Ex. education level, past organizations, positions, training programs, extracurricular activities, etc.)



Determine Process for Vetting Candidates and Who Participates



Who knows what a successful candidate will look like?

- Supervisors, Peers, Human Resources, Outside Help

Strategies For Attracting Ideal Candidate



- Job Posting Boards, Recruiters, Social Media Groups, LinkedIn, Circle of Influence/Word of Mouth

How to Structure Interviews and Hiring Timeline

- How can you best get to know a candidate?
- Is the “perfect” candidate joining in 6 months better than a “very good” candidate joining tomorrow?



Evaluating Resumes and Job History

- How important is presentation on paper vs. presentation in-person?



Interview Questions and Responses

Non-Verbal Communication Signs to be aware of

**Presenting Your Opportunity
as One That Cannot Be
Passed Up**

Gaining Commitment and Closing the Deal

- Don't drag out the interview process!!!
- Give clear expectations of what the organization and position are....AND what they are not!!!

Miscellaneous Tips

Thank You!