



Behavioral Health Directors' Office Internship

College to County Intern 2025 - Health Department - Behavioral Health Division

Pay Rate: \$24 per hour

Job Type: Temporary College Intern

Duration: Summer 2025 - Starting in June - 12 weeks

Hours: 20 - 40 hours a week

Telework: Hybrid and Fully Remote Available

Building Physical Location: 209 SW 4th Ave., Portland, OR 97204

Does This Position Require Driving a County Vehicle? If so, please explain why and frequency: N/A

TriMet Passes are available if transportation to County facilities is required.

Eligibility requirements and more details found on our [College to County website](#).

What Does the Behavioral Health Division (BHD) Do?

The Board of County Commissioners is the Local Mental Health Authority. Through that authority, BHD oversees and manages all publicly-funded behavioral health programs in the system of care, whether provided directly or through contracted agencies. BHD is organized into 6 units:

1. **The Community Mental Health Program (CMHP)** which includes the Behavioral Health Resource Center and provides safety net and basic services to the adult population of the entire county.
2. **Direct Clinical Services (DCS)**, which encompasses programs for children, youth, and families delivered directly by DCS staff. These



services may be reimbursed by the local Coordinated Care Organization (CCO), by the state, or by another funding source.

3. **Care Coordination** for adults and children who are Medicaid members - funded by federal dollars through the local CCO as well as Choice, funded by the state.
4. **Addictions and Prevention**, which includes the Coordinated Care Pathway Center, Providing Access to Hope (PATH) team, substance use, gambling, and suicide prevention, and contract management funded through the CCO, grants, and the state.
5. **Quality Management** which includes compliance, quality improvement, reporting, billing and Evolv, the Electronic Health Record for direct services by the BHD.
6. **Office of Consumer Engagement (OCE)** which is a team of peers, including culturally specific engagement coordinators and specialists who ensure that Behavioral Health Programs and practices are consumer driven, trauma informed, and equitable.

Within BHD we strive to ensure program decisions are viewed through an equity lens prior to implementation; we routinely seek consumer input to ensure we are reflecting Multnomah County's broad representation of communities and stakeholders. We aim to incorporate trauma-informed practices and consider the impacts of programming on all residents, especially focusing on communities of color and other traditionally marginalized groups.

Internship Description & Responsibilities:

The Multnomah County Health Department, Behavioral Health Division – Directors' Office is seeking qualified candidate for a temporary paid internship position. This internship provides an excellent opportunity for an individual interested in enhancing their knowledge and experience in behavioral health and substance use disorder services, project management and data analyses. Through mentorship and under general supervision, the successful candidate will be responsible to complete specific projects and a variety of on-going assignments to help develop



their knowledge and skills. Some of the various projects and responsibilities may include:

- Refine the BHD Community Outreach Plan and the sponsorship tracking and swag tracking systems;
- Draft BHD Community Outreach Training Program and BHD Community Outreach Policy and Procedure;
- Coordinate division participation in Portland Pride event;
- Organize a late summer all-staff equity related training; and
- Assist with developing Systems Transformation Plan metric tools.

Learning Outcomes:

- Gain a deeper understanding of the Behavioral Health System of Care.
- Gain knowledge of the Mental Health and Substance Use Disorder continuums of care.
- Connect community outreach and behavioral health awareness to measurable benefits for the division, the Health Department and the wider community.
- Enhance knowledge and skills in applying data driven approaches to ensuring effective behavioral health services.
- Connect with key staff to deepen understanding of public service and build connections in the behavioral health professional field.
- Receive valuable feedback on strengths and areas for improvement.

Education and Minimum Qualifications:

- Candidates should have completed or enrolled in a college/university academic institution.
- Ability to communicate with team, participants and community partners via phone, email, or in person,
- Ability to both follow directions and work independently,



- Familiarity with Google Suite (e.g., Gmail, Calendar, Meet, Drive, Docs, and Slides).
- Promote a culture of respect, inclusiveness, and appreciation of diverse perspectives, backgrounds, and values. ([Link to: Equity and Empowerment Lens](#)).

Workforce Equity:

Our Commitment to Safety, Trust and Belonging: Multnomah County is committed to developing, nurturing and continually improving workforce equity by identifying and addressing the structural and policy barriers to equal employment opportunity faced by our employees and communities. Learn more by reading our [Workforce Equity Strategic Plan](#) and exploring our [Core Competencies](#) for all County employees.

Veterans' Preference:

Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications.

Accommodation under the Americans with Disabilities Act: We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

Application Instructions:

Please fill out and submit an application for this position located on this [website](#). The deadline for submitting an online application is April 1st, 2025.

