



CB State of Mind
your mental wellness connection

Job Description

Position Title: Program and Community Engagement Manager

Reports To: Executive Director

Job Status: Full-Time; Year-round; Exempt

Compensation: \$50,000 - \$58,000 DOE

Position Summary

The Program and Community Engagement Manager is a new role at CB State of Mind (CBSOM), created to bring dedicated leadership to the day-to-day management of the organization's flagship programs and direct community engagement efforts. Reporting to the Executive Director, this position is responsible for managing the Therapy Scholarship Program, Community Connection Event series, and other community engagement activities. The ideal candidate is organized, relationship-driven, and brings an understanding of mental health systems and community needs in Gunnison County.

Key Responsibilities

Program Management

- Manage and execute CBSOM's flagship programs, including the Therapy Scholarship and Community Connections events, as well as community education and stigma-reduction campaigns
- Review and process Therapy Scholarship applications, maintaining clear and compassionate communication with applicants throughout the process
- Build and sustain ongoing relationships with contracted therapists, regularly assessing program needs, capacity, and effectiveness
- Oversee budget and expenditure tracking for program delivery in accordance with authority delegated by the Executive Director
- Monitor community needs on an ongoing basis and bring insights to the Executive Director to inform program development and strategic planning

Development & Financial Planning

- Assist the Executive Director in strategic development, fundraising planning, and the identification of new program and sponsorship opportunities
- Support the planning, execution, and evaluation of fundraising events

Community Relations & Outreach

- Serve as a secondary spokesperson for CBSOM, primarily through tabling, community events, and public presentations
- Facilitate CBSOM events and represent the organization across community touchpoints
- Recruit and manage volunteers on the ground in partnership with the Executive Director and Board of Directors Volunteer Chair
- Work with the Executive Director, Administrative Coordinator, and contracted partners to develop and execute CBSOM's marketing and public relations strategy

Operations & Administration

- Coordinate with the Administrative Coordinator on program-related administrative needs
- Support the Executive Director with ad hoc operational needs as they arise

Qualifications

Education and Experience

- Bachelor's degree or equivalent combination of education and experience
- 1-2 years of experience in nonprofit program management, behavioral health, human services, public health, or a related field

Skills and Competencies

- Genuine understanding of and care for mental health systems in Gunnison County and the needs of rural communities
- Organized and detail-oriented, with the ability to manage multiple programs and relationships simultaneously
- Comfortable working independently and within a small, collaborative team
- Strong communicator, with individuals as well as larger groups
- Familiarity with rural community dynamics and the unique strengths and challenges they present is a plus
- Bilingual preferred, but not required

Work Environment

- Work is performed primarily at the CBSOM office in Crested Butte, with the opportunity to work partially from home

To Apply:

Please send a cover letter and resume and 3 references by June 5th, 2026 to Meghan Dougherty at mdougherty@cbstateofmind.org