

Fairfax County Government

Executive Director, Fairfax-Falls Church Community Services Board

Salary - \$170,305.41 - \$306,549.78 Annually

Location - FAIRFAX (EJ27), VA

Job Type - FT Salary W BN

Job Number - 26-00259

Department - Community Services Board

Opening Date - 02/07/2026

Closing Date - 3/6/2026 11:59 PM Eastern

Pay Grade - A-05

Posting Type - Open to General Public

To apply: <https://www.governmentjobs.com/careers/fairfaxcounty/jobs/5216660/executive-director-fairfax-falls-church-community-services-board?keywords=executive%20dir&pagetype=jobOpportunitiesJobs>

Job Announcement

The Fairfax-Falls Church Community Services Board (CSB) is seeking an experienced, results-oriented Executive Director to provide continuous (24/7) leadership, oversight, and accountability for the County's behavioral health treatment and developmental disability programs and services. Virginia law requires each city and county to establish or participate in a Community Services Board to plan, provide, and oversee publicly funded behavioral health and developmental disability services; accordingly, there are 40 CSBs statewide, established pursuant to the Code of Virginia (§37.2-500 et seq.) and operating in partnership with the Virginia Department of Behavioral Health and Developmental Services.

Serving the most populous county in Virginia, with an estimated 2025 population of 1.17 million, the Fairfax-Falls Church CSB operates the most comprehensive array of services and largest budget of any CSB in the Commonwealth—\$227.1 million in FY 2024. The Executive Director is responsible for administering the Board-approved annual plan and operating budget in alignment with established policy, strategic vision, and all applicable federal, state, and local regulations, including the provisions of DBHDS's State Performance Contract.

The ideal candidate will be able to quickly identify service, administrative and fiscal issues and formulate a plan to mobilize resources that can be clearly communicated to the staff and CSB Board of Directors. The county is seeking a candidate who can bring leadership, planning and oversight in order to achieve its strategic goals and to adapt to the many challenges and opportunities facing local government behavioral health and developmental services now and in the future.

To learn more about Fairfax County and view a complete position profile, please click [here](#) (Download PDF reader).

Illustrative Duties

- Provides overall leadership and professional direction to a large-scale health care system providing mental health, developmental disabilities, and substance use and co-occurring disorder services for persons of all ages;
- Leads system which serves as single point of entry for publicly funded community services;
- Leads and manages clinical, fiscal, business operations, quality assurance, healthcare compliance and human resources of the agency;
- Monitors revenues continuously, and adjusts expenditures to remain within budget;
- Maintains and improves a healthcare revenue cycle system to collect fees from Medicaid, Medicare, numerous private insurance companies and managed care plans as well as direct client payments;
- Serves as appointing authority for positions within agency, with full responsibility for hiring, promotion, separation, discipline, and grievances;
- Negotiates and manages service-related contracts in accordance with county regulations;
- Serves as chief staff person to Board of Directors, operating under the Administrative Policy Board model in Virginia;
- Ensures that agency carries out the functions specified in the Code of Virginia and the State Performance Contract for a Community Services Board;
- Serves as chief liaison to elected and appointed officials at the state level and with three local jurisdictions (Fairfax County, Cities of Fairfax and Falls Church);
- Develops with input from stakeholders strategic and operational plans of both a short- and long-term nature;
- Builds and maintains network of relationships with other public and private agencies, consumers, and family members, as well as numerous advocacy and professional organizations;
- Ensures that the agency is in full compliance with all regulatory and licensure requirements and other local, state, and federal standards associated with provision of health care;
- Ensures that mechanisms are in place to promote a high standard of quality throughout the system of public and private providers both directly operated and under contract;
- Participates in various planning, coordinating, and advocacy functions at the state, regional, and local level;

- Serves as the lead liaison and administrative supervisor of the CSB Region 2 office which coordinates services to individuals with mental health, substance use and developmental disabilities in the counties of Fairfax, Arlington, Loudoun, Prince William, and city of Alexandria.

Required Knowledge Skills and Abilities

- Extensive knowledge of the principles of public administration, organization, management, finance and planning and ability to apply these principles in the implementation of a mental health, developmental disabilities, substance use and youth service programs of broad scope and complexity;
- Thorough knowledge of the research, development, implementation and evaluation of mental health, developmental disabilities, substance use disorder, and related health care services;
- Knowledge of local, state and federal health and human service agencies and their interface with the work of CSB programs;
- Ability to work cooperatively with persons with varying perspectives and diverse cultural backgrounds;
- Ability to establish and maintain effective working relationships with other governmental units and agencies, voluntary groups and citizen organizations.

Employment Standards

MINIMUM QUALIFICATIONS:

[Any combination of education, experience, and training equivalent to the following:](#)

(Click on the aforementioned link to learn how Fairfax County interprets equivalencies for "Any combination, experience, and training equivalent to")

Master's degree in public administration or a related program area (e.g., psychology, nursing, social work, counseling, public health, healthcare administration); plus, seven years of increasingly responsible experience in the management of mental health, developmental disabilities, substance use or related human services; two years of the requisite experience must have been in a Director, Assistant/Deputy Director or Division Director role.

CERTIFICATES AND LICENSES REQUIRED:

Valid driver's license.

PREFERRED QUALIFICATIONS:

- Master's degree or higher in public administration, public health, social work, psychology, or a closely related field.
- Five or more years of progressively responsible executive or senior-level leadership experience in a large, complex behavioral health, developmental disability, or public health system, ideally within a local government, other public, or non-profit behavioral healthcare environment.

- Demonstrated experience leading a comprehensive community-based behavioral health system, including mental health, substance use disorder, developmental disability, and crisis services.
- Proven success overseeing large, complex budgets.
- Proven ability to build and sustain collaborative partnerships; and work effectively with governing boards, elected officials, state agencies, and multiple local jurisdictions.
- Demonstrated expertise in regulatory compliance, licensure, quality assurance, and continuous performance improvement in behavioral healthcare settings.
- Strong communication skills, including the ability to clearly articulate complex fiscal, clinical, and policy issues to diverse audiences and stakeholders.

NECESSARY SPECIAL REQUIREMENTS:

The appointee to this position will be required to complete a criminal background check, a credit check, a Child Protective Services Registry, a driving record check, and a sanction screening to the satisfaction of the employer.

This position is considered essential personnel and will be required to report to work during times designated countywide as approved for unscheduled leave regardless of the emergency situation (i.e., weather, transportation, other disaster).

PHYSICAL REQUIREMENTS:

Ability to attend various work events/meetings/conferences at the agency, county, regional, state and national levels. All duties performed with or without reasonable accommodations.

SELECTION PROCEDURE:

Panel interview; may include a written exercise.

Fairfax County is home to a highly diverse population, with a significant number of residents speaking languages other than English at home (including [Spanish, Asian/Pacific Islander, Indo-European, and many others.](#)) We encourage candidates who are bilingual in English and another language to apply for this opportunity.

Fairfax County Government prohibits discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, disability, sexual orientation, gender identity, genetics, political affiliation, or military status in the recruitment, selection, and hiring of its workforce.

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. TTY 703-222-7314. DHREmployment@fairfaxcounty.gov EEO/AA/TTY.