

Position Announcement: Operations Manager

BRIDGES Mental Health Consumer Empowerment, Lake County, Ohio

BRIDGES is a non-residential, non-clinical mental health agency serving adult clients in Lake County. Our mission is to empower individuals to build social skills, increase independence, and enhance their overall quality of life. BRIDGES receives funding and support from the Lake County Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board.

Position Summary:

The Operations Manager will plan, coordinate, and supervise programming and strategies that align with BRIDGES' mission and goals. This position is ideal for someone who values collaboration, innovation, and supporting individuals in their recovery journey and pursuit of independence.

Preferred Qualifications:

- Bachelor's or Associate degree in a related field, plus 3+ years of related experience in a behavioral health environment
- Strong organizational and communication skills
- Experience with program development, community engagement, or quality improvement preferred
- Individual with lived experience/recipient of behavioral health services preferred

Key Responsibilities:

- Plan, coordinate, and oversee programming for clients
- Facilitate groups that build social, life, and coping skills
- Lead fundraising and community outreach initiatives
- Develop and manage budgets in coordination with leadership
- Support quality improvement activities and assist with state certifications
- Address client concerns, grievances, and conflicts in accordance with agency policy
- Promote BRIDGES' programs and maintain positive relationships with partner agencies and community organizations

How to Apply:

Please submit a **resume** and **cover letter** (including salary requirements) by **December 18, 2025** to:

BRIDGES

270 E. Main St., Suite 100

Painesville, OH 44077

Email: ccasey@bridgesmhce.org

No phone calls, please.