



JOB TITLE: Medical Director (Part-time)

DEPARTMENT: Behavioral Health

REPORTS TO: Vice President

FLSA Status: Exempt/Part-time

REVISION DATE: June 23, 2026

SALARY: tbd

ABOUT ROBERTA'S HOUSE:

Roberta's House is a grief-support nonprofit providing safe spaces for healing to children, families, and communities affected by loss and trauma. We advance hope, resilience, and dignity through the delivery of high-quality, trauma-informed, grief-responsive, and evidence-based clinical services in full compliance with federal, state, and local regulations, accreditation standards, and professional ethical guidelines.

POSITION SUMMARY:

With a strong background in mental health, the part-time Medical Director will provide clinical leadership, support quality care delivery, and help guide program development. This role partners with executive and clinical leadership to ensure psychiatric and behavioral health services are safe, evidence-based, compliant, and aligned with organizational goals. The position serves as a physician leader, advisor, and mentor to clinical staff while supporting high standards of patient care.

SUPERVISORY RESPONSIBILITIES:

Behavioral health clinical team

KEY RESPONSIBILITIES:

- Provides clinical leadership for mental health services, including psychiatric care, medication management oversight, and clinical best practices
- Advises on the design, implementation, and evaluation of behavioral health programs and services
- Supports quality improvement initiatives, utilization review, and performance monitoring to improve clinical outcomes and patient safety
- Reviews clinical policies, protocols, and treatment guidelines to ensure alignment with current standards of care and applicable Maryland laws, regulations, and licensing requirements
- Offers consultation and case review support to psychiatrists, therapists, advanced practice providers, and interdisciplinary care teams

- Collaborates with operations, compliance, quality, and executive leadership on strategic planning and program development
- Assists with provider recruitment, onboarding, supervision, mentoring, and professional development
- Participates in peer review, incident review, and risk management activities
- Supports organizational readiness for Maryland Behavioral Health Administration licensing, accreditation, audits, and related compliance reviews, as applicable
- Represents the organization in meetings with community partners, referral sources, and regulatory or accreditation bodies, when appropriate
- Promotes integrated, patient-centered care and fosters collaboration across medical, behavioral health, and social support services

Required Qualifications

- Doctor of Medicine (MD) from an accredited institution; Board certification in Psychiatry is required
- Current, unrestricted license to practice medicine issued by the Maryland Board of Physicians, or eligibility to obtain Maryland licensure before start date
- Authorized to practice in Maryland and to comply with applicable Maryland telehealth requirements, including privacy, patient identification, and standard-of-care obligations
- Minimum of 3–5 years of post-residency clinical experience in psychiatry, behavioral health, or a related mental health setting
- Demonstrated leadership experience in a clinical, medical director, or supervisory role
- Minimum of 5-7 years' experience as a Medical Director with overall responsibility for clinical services; meets any applicable on-site coverage requirements under Maryland regulations
- Strong knowledge of behavioral health regulations, clinical quality standards, and risk management practices
- Excellent communication, collaboration, and decision-making skills

Preferred Qualifications

- Experience in outpatient mental health, community behavioral health, telepsychiatry, or integrated care settings
- Familiarity with accreditation and regulatory standards such as Joint Commission, NCQA, CMS, the Maryland Department of Health, and Maryland Behavioral Health Administration requirements
- Experience with program development, value-based care, utilization management, or population health initiatives
- Background working with diverse or underserved patient populations
- Experience using electronic health records and clinical reporting tools

Resumes should be sent to HR@RobertasHouse.org

Applications will be reviewed on a rolling basis until the position is filled.