

TITLE: CLINICAL SUPERVISOR

SUMMARY: Under direction of the Program Director, the Clinical Supervisor is responsible for ensuring the clinical needs of consumers are met and that necessary paperwork is complete and accurate. Provides clinical support to other Rehabilitation Specialists and may be placed in position of authority in absence of Program Director.

REPORTING RELATIONSHIPS: This position reports to the Program Director.

STATUS: Full-time, Exempt

DUTIES AND RESPONSIBILITIES:

1. Provides clinical supervision to staff.
2. Assists staff with coordination and service plans that reflect measurable objectives.
3. Assists staff in prioritizing resources to complete paperwork requirements per county.
4. Ensures that Treatment Team meets paperwork standards.
5. Takes a lead in helping provide staff with intervention strategies to enhance communication.
6. Thorough knowledge of process and paperwork necessary to open, maintain and close a case.
7. Provides intensive intervention supports to consumers on caseload.
8. Possess skill in crisis resolution, able to deescalate potentially explosive situations for any member associated with the Treatment Team.
9. Ensures the safety, health, and well-being of the members.
10. Completes paperwork as assigned in a timely manner.
11. Attend weekly staff meetings and other designated meetings.
12. Perform other duties as assigned by Program Director.
13. Provides Clinical Supervision on an ongoing basis with team meetings.

MINIMUM QUALIFICATIONS:

1. Graduation from a four-year college or university with a Master's degree in Social Work or related field. MFT, LCSW, MSW, Ph.D. Waiver-able intern
2. Valid California license as a practitioner of the healing arts.
3. Varied experience as a consumer or provider of mental health services required.
4. Knowledge of substance abuse treatment preferred.
5. Bilingual (Spanish/English or Vietnamese/English)/Bicultural ability and knowledge is desired but not required.
6. Possession of or ability to obtain a California Class B driver's license, and a driving record meeting agency insurance requirement.
7. COVID-19 vaccination and booster are required.

PHYSICAL DEMANDS: While performing the duties of this job, the Clinical Supervisor is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hand and arms; climb stairs; balance; stoop; kneel; crouch or crawl; talk or hear; and taste or smell. The Clinical Supervisor must occasionally lift or move up to 20 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice. The Mental Health Association of Orange County is an equal opportunity employer. We encourage all qualified individuals to apply for open positions regardless of race, color, religion, sex, sexual orientation, national origin, age, disability, or any other legally protected status.