# Job Posting

**TITLE**  
Revised 12088 Team Leader in OS

**CATEGORIES**  
FTE

**CLASSIFICATION**  
Senior Clinical Specialist III

**CLOSING DATE**  
Until Filled

**PERCENT OF TIME**  
100%

**PERSONNEL CODE**  
12088

**PROGRAM**  
Outpatient Services

## JOB INFORMATION

**JOB SUMMARY:**  
The Outpatient Services Senior Clinical Specialist III (SCSIII) is responsible for providing professional clinical and supervisory services to diverse populations served by JMHC. The SCSIII provides culturally competent, recovery oriented and trauma informed supervision, therapy and case management services on a wide array of child, adolescent, family and adult mental health and substance abuse cases. Primary duties include clinical supervision and consultation, administrative oversight of a cross disciplinary clinical team, program service development and monitoring with the assistance of the Clinical Team Manager. In addition clinical backup, and clinical service including assessment, treatment planning, referral, and documentation are required. The SCSIII works closely and collaborative with the Outpatient Services management team and is under the direct supervision of the Clinical Team Manager.

**QUALIFICATIONS:**

**Essential:**
- Licensure as an LCSW, LPC or LMFT clinical experience in mental health and/or alcohol/drug treatment, including providing clinical supervision or a leadership role.
- Meets relevant state licensing requirements for billable services and clinical supervision for alcohol/drug and/or psychotherapy services.
- Demonstrated commitment to provide culturally competent services that are relevant to the diverse and unique needs/experiences/perspectives of each client.
- Demonstrated commitment to recovery focus principles, and provision of trauma informed services.
- Experience in managing mental health and related client crises and the ability to supervise other staff involved in crisis resolution activities.
- Ability to provide clinical supervision to a multidisciplinary team.
- Strong organizational and leadership skills and the ability to assist supervisees in the development of organizational skills.
- Superior communication abilities (both orally and in writing) and the ability to organize, direct, and work effectively with interdisciplinary teams.
- Certification or willingness to pursue AODA certification as a Certified Clinical Supervisor.
- Demonstrated clinical experience with adults, children and/or families.
Willingness and availability to work in a variety of settings (in home, in office, in school, in community) and to work a flexible schedule which may include evenings and some weekends.

A valid driver’s license and regular access to a car

Preferred:
- Experience as an AODA supervisor
- Fluency in Spanish or a South East Asian Language

RESPONSIBILITIES:

A. Clinical Supervision

1. Provide clinical consultation, review, and oversight to clinical team members, and through consultation, education, instruction and counsel, assure the general clinical and cultural competence of all services delivered to consumers.
2. Review the performance and goals for all staff in his/her supervision group on an annual and as needed basis.
3. Provide clinical back up for all staff in his/her supervision group.
4. Coordinate and oversee a system of appropriate clinical charting procedures which insure the program’s compliance with Center, County and State guidelines and mandates.
5. Review documentation for accuracy and timely completion.
6. Assist in facilitating the coordination of the program’s clinical services with those of other programs and outside agencies, and provide problem resolution around system issues, clinical issues, cultural competence, consumer grievances and difficult cases.

B. Administrative Leadership

1. Participate in and provide leadership to staff meetings, training programs and other designated functions and assist in development of new programming.
2. Assist the Clinical Team Manager in recruiting, hiring, training and evaluating of new staff, students and volunteers.
3. Monitor and ensure staff service expectations.
4. Approve and monitor scheduling, time off requests, training requests and other aspects of each member of his/her team.
5. Participate in meetings and projects as assigned by the Clinical Team Manager.

C. Provision of Clinical Services

1. Provide a range of clinical services including individual, group, family and couple’s therapy and/or case management activities in a context that is supportive of the client’s family, culture, values, and perspectives.
2. Complete accurate clinical records including intakes, case histories, treatment plans, case notes, discharge summaries, and other information in a timely manner.
3. Provide case management and other therapeutic services as necessary.
4. Attend weekly staffing, consultations, and other clinical meetings as assigned.

Applications are available:
- at www.journeymhc.org/careers
- or pickup at Journey Mental Health Center, 625 W Washington Ave., Madison, between 8 a.m.
and 8 p.m. Monday-Thursday and 8 a.m. to 5 p.m. Friday
• or by phone at (608) 280-2677

Resumes are NOT accepted in place of completed application forms, but can be attached. Employment is contingent upon a receipt of favorable results of background history and driver’s record check.

Journey Mental Health Center is an Equal Opportunity/Affirmative Action Employer. It is the agency’s belief that staff diversity and cultural competence are the foundation for services, which are accessible, effective, and relevant to the diverse needs of Dane County children, youth, families, and adults. Women, disabled, and culturally diverse applicants are strongly encouraged to apply.