Job Posting

**TITLE**
14092 Clinical Specialist

**CATEGORIES**
FTE

**CLASSIFICATION**
Clinical Specialist

**CLOSING DATE**
July 7, 2014

**PERCENT OF TIME**
100%

**PERSONNEL CODE**
14092

**PROGRAM**
Outpatient Services

**UNION STATUS**
Professional Bargaining Unit

**SALARY**
$36,916 - $42,454

**SUMMARY:**
The Clinical Specialist (CS) is responsible for providing professional clinical/case management services to diverse populations served in Outpatient Services (OS). S/he works closely with a multidisciplinary team to plan, coordinate, and deliver culturally competent, recovery oriented and trauma informed care. The CS provides an array of services, including supportive counseling and case management. Primary duties include providing direct and indirect clinical services, referring, assessing, monitoring progress, providing follow-up, maintaining documentation and corresponding with other providers. This position is responsible for providing a minimum of 1325 clinical/case management service hours annually. The CS reports directly to the assigned Clinical Team Leader with overall program supervision provided by the Clinical Team Manager. S/he will perform other duties as assigned.

**QUALIFICATIONS:**

**ESSENTIAL**
- Master’s Degree in related human services field (e.g., Social Work, Nursing, Psychology, Counseling, etc.)
- Eligibility to obtain or current licensure in a mental health field, such as LPC, LCSW, LMFT, etc.
- Experience working with children/adolescents/families in a clinical/case management role.
- Demonstrated ability to provide clinical and case management services to diverse populations.
- Demonstrated ability to provide services in a culturally competent, recovery-oriented, trauma-informed manner.
- Demonstrated ability to work collaboratively on teams with prescribers, nurses, therapists, and crisis service providers.
- Demonstrated experience with community-based services for persons with multiple needs and inadequate resources.
- Excellent communication, time management and organizational skills.
- Excellent verbal and written communication skills.
- Strong computer skills and comfort level with electronic medical record documentation.
- Ability to be a flexible and creative participant in a changing system.

**PREFERRED**
- Bilingual/Spanish Speaking
- Knowledge of child/adolescent social services system

**RESPONSIBILITIES**

**A. Delivery Of Clinical Services**

1. Provide culturally competent, trauma-informed, recovery-oriented services consisting of case management and supportive counseling (individual and group).
2. Monitor, complete and maintain all documentation necessary and required for treatment services.
3. Maintain contact with consumers to a degree sufficient to monitor and assess progress.
4. Coordinate treatment activities with clinicians, nurses and prescribers on the treatment team.
5. Evaluate consumer medical concerns and mental status/progress/challenges on ongoing basis.
6. Provide support and coverage for other team members as necessary; participate in triage coverage as assigned.
7. Provide or arrange for the provision of crisis management services as necessary.
8. Coordinate clinical services with those of other JMHC units and outside agencies and assist in problem resolution.

**B. Administrative**

1. Participate in Program meetings, training programs and other designated Program functions.
2. Maintain adherence to JMHC mission, vision, and values.

The above statements are not to be interpreted as an exhaustive list, but are intended to describe the general nature and level of work being performed by this employee.

**ADDITIONAL INFORMATION**

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

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.