Job Posting

**TITLE**
14138 Team Leader

**CATEGORIES**
FTE

**CLASSIFICATION**
Senior Clinical Specialist III

**CLOSING DATE**
Until Filled

**PERCENT OF TIME**
100% FTE

**PERSONNEL CODE**
14138

**PROGRAM**
Mobile Outreach to Seniors Team

**UNION STATUS**
Non-Bargaining

**SALARY**
$42,543.95 – $48,925.54

**JOB INFORMATION**

**SUMMARY:**
The Mobile Outreach to Seniors Team (MOST) Services Senior Clinical Specialist III (SCSIII) is responsible for providing professional clinical and supervisory services to consumers in the MOST program and backup clinical and supervisory services to Forward Solutions consumers at JMHC. The SCSIII provides culturally competent, recovery oriented and trauma informed supervision, therapy and case management services to MOST and Forward Solutions 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. No more than 25% direct service will be provided by the SCSIII. The SCSIII works closely and collaboratively with the Forward Solutions 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 consumer.
- Demonstrated commitment to recovery focus principles, and provision of trauma informed services.
• Experience in managing mental health and related consumer 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.
• Demonstrated clinical experience with the elderly population and adults with severe mental illness, co-occurring substance abuse and physical health related issues.
• Willingness and availability to work in a variety of settings (in home, in office, in community) and to work a flexible schedule that may include evenings and some weekends.
• Possession of a valid driver’s license, a favorable driving record, adequate insurance (per WI law) and access to a vehicle.

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 the MOST program and backup to clinical team members in the Forward Solutions. 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 including Forward Solutions staff as needed.
4. Coordinate and oversee a system of appropriate clinical charting procedures that insure the program’s compliance with JMHC, County, State and CARF guidelines and mandates. Review documentation for accuracy and timely completion.
5. Facilitate the coordination of MOST programs’ 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.
6. Participate and provide input at the joint supervision meetings weekly with Forward Solutions Team and Clinical Team Manager.
7. Participate and provide input at regularly scheduled supervision with Clinical Team Manager.

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 in MOST.
3. Monitor and ensure staff service expectations for his/her supervision group.
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.
6. Assist Clinical Team Manager in the development of program’s policies and procedures for the MOST program.
7. Work with Clinical Team Manager and Clinical Services Director on completion of Quarterly Reports to the County for MOST. Educate staff regarding service contract for all MOST contract expectations and ensure the team is meeting expectations.
8. Work closely with the aging system in coordination of services, referrals, and consultation.

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 consumer’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.

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.

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.