Job Posting

<table>
<thead>
<tr>
<th>TITLE</th>
<th>16078 Team Leader</th>
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</thead>
<tbody>
<tr>
<td>CATEGORIES</td>
<td>Full-Time</td>
</tr>
<tr>
<td>CLASSIFICATION</td>
<td>Senior Clinical Specialist III</td>
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<tr>
<td>CLOSING DATE</td>
<td>Until Filled</td>
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<tr>
<td>PERCENT OF TIME</td>
<td>100% FTE</td>
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<tr>
<td>PERSONNEL CODE</td>
<td>16078</td>
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<tr>
<td>PROGRAM</td>
<td>Outpatient Services</td>
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<tr>
<td>SALARY</td>
<td>$43,224.65 – $53,868.35</td>
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</tbody>
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Journey Mental Health Center is an Equal Opportunity/Affirmative Action Employer. It is the agency’s belief that staff diversity and cultural humility are the foundation for services, which are accessible, effective, and relevant to the diverse needs of children, youth, families and adults. Individuals from all walks of life are strongly encouraged to apply.

ABOUT THE POSITION

We have an opening for a Team Leader in Outpatient Services. The Team Leader is responsible for providing professional clinical and supervisory services to diverse populations. The Team Leader 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 of Ujima, a culturally specific AoDA treatment program serving the African American community, clinical and administrative oversight of a cross disciplinary clinical team, program service development and monitoring with the assistance of the Clinical Team Manager. The Team Leader will spend 25% or less time providing direct clinical services to consumers. In addition clinical backup and clinical service including assessment, treatment planning, referral, and documentation are required.

BENEFITS THAT COME WITH WORKING AT JOURNEY!

Journey is on the cutting edge of providing services to those in our community who suffer from substance use, mental health and related medical illnesses. We are a training ground for local colleges and others in the behavioral healthcare field. Our staff includes clinical interns as well as seasoned employees who have decades of longevity!

TRAINING

Journey has a long-standing reputation as a training home and provides opportunities to earn post-degree supervised hours to qualify for licensure. Journey is an ACEP (Approved Continuing Education Provider) organization with national status. Journey provides ongoing trainings that satisfy continuing education requirements for licensure renewal and a Substance Use Disorder series designed to earn certification as a Substance Use Counselor. Trainings are generally provided at the main campus and are at no cost to staff to fulfill Journey’s mission of being a center of
excellence.

COMPENSATION FOR CREDENTIALS

As staff increase their knowledge, the value to consumers, the community and other Journey staff is heightened. As a result, Journey provides additional compensation to staff as they obtain degrees, licenses and certifications.

GROWTH OPPORTUNITIES

Journey provides a wide variety of services, ranging from general counseling, hospital and jail diversion programs to providing resources to specific cultures in our community. With our continuous growth, opportunities for movement throughout our agency are numerous.

BENEFIT PACKAGE

To insure a healthy life/work balance we offer 5 weeks paid time off your first year in addition to 9 paid holidays! If you qualify, also included are health, dental, life, disability, long-term care insurances. Our retirement options include both a 403b and a fully vested pension plan after just one year!

If you are interested in making a difference in your community, we would appreciate the opportunity to review your resume! Please submit your resume to hr.employment@journeymhc.org.

Following Is A Job Description:

SUMMARY

(See above.) The Team Leader works closely and collaborative with the Outpatient Services management team and is under the direct supervision of the Clinical Team Manager.

QUALIFICATIONS

ESSENTIAL

Education/Licensure

- Licensure as an LCSW, LPC or LMFT.
- Meets relevant state licensing requirements for billable services and clinical supervision for alcohol/drug and/or psychotherapy services.

Experience

- Clinical experience in mental health and/or alcohol/drug treatment with children, adolescents, families and adults, including providing clinical supervision or a leadership role.
- Experience working in and with the African American community.
- 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.
- Valid driver’s license and good driving record; access to car and willingness to use it for work (i.e. transporting consumers).
**Typical Physical Demands**

Requires driving, sitting, standing, light lifting, bending, and reaching; and the ability to use and operate standard office equipment, including computer, calculator, phone, printer, cell phone, facsimile, etc.

**Working Conditions**

Willingness and availability to work in a variety of settings (home, office, school, community, etc.) and to work a flexible schedule that may include evenings and some weekends depending on program and consumer’s needs.

**PREFERRED**

- Experience as an AODA supervisor.
- Bi-lingual, and/or bi-cultural (Spanish/Hmong/Cambodian).

**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 that insure the program’s compliance with JMHC, 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 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.

**Additional Responsibilities:** Provide after hours supervisory back up to Family Preservation Program staff on a rotating basis. The employee will receive additional on call compensation for each shift of on call completed.

Send your resume to hr.employment@journeymhc.org or 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

Employment is contingent upon a receipt of favorable results of background history and driver’s record check.

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