Full-Time Clinical Mental Health Coordinator
(Superior, WI)

Be part of one of the premiere child and adolescent mental health systems in the state. Northwest Counseling and Guidance Clinic is a mental health agency that provides intensive, therapeutic Day Treatment services in many locations statewide to children and adolescents who have severe emotional disorders.

The Northwest Journey program is currently seeking a full-time Clinical Mental Health Coordinator at a Superior WI site (40 hours with full-time benefits). You will work directly with children and adolescents as part of a dynamic multidisciplinary team treating emotional and behavioral disorders.

**Essential Duties and Responsibilities include the following.**

- Work collaboratively with the Program Coordinator and the on-site Psychologist to make determinations as to the clinical appropriateness of a client for the day treatment programming according to certification and program guidelines.
- Conduct the record review process, facilitate, and complete the initial assessment, foster the development of the treatment plan, and support the Case Manager in guiding the initial team meeting.
- Facilitate the individual, group, and/or family counseling sessions according to the treatment plan, professional standards, and certification standards.
- Collaborate with and guide the treatment team members in implementing individualized and comprehensive treatment plans congruent with the identified client’s diagnosis, needs, and personal strengths.
- Facilitate weekly clinical staffing/treatment plan review meetings aimed at providing high quality individual and group treatment services.
- Complete all required documentation as indicated by certification, funding sources, and program standards.
- Further develop and distribute treatment materials to meet the needs of clients and staff development.
- Other duties as assigned by the Program Coordinator or Regional Administrator.

**Qualifications -- Education and/or Experience** Meet Qualifications for Clinical Coordinator as defined in DHS 40:

- Be a psychiatrist under DHS 61.06(2), or
- A licensed psychologist listed or eligible to be listed in the National Register of Health Service Providers in Psychology, or
- Be a Mental Health Professional as defined by DHS 40.
  - A mental Health Professional shall have a master’s degree in psychology, clinical psychology, school psychology, counseling and guidance, counseling psychology, clinical social work, marriage and family counseling, or mental health nursing.; or a master’s
degree in a behavioral science or a related field from a graduate program that meets nationally recognized accreditation requirements approved by the department, with a minimum of 28 hours of graduate course credit in mental health theory and supervised training, and

- Have either 3,000 hours of supervised clinical experience in a practice where the majority of clients are children with mental illness or severe emotional disturbance, or 1,500 hours of supervised clinical experience in a program certified under this chapter.

Other Skills and Abilities

- Have experience and demonstrated skill in use of the clinical practice theories and systems.
- Ability to use professional experience and well developed reasoning skills to make sound and ethical clinical judgments.
- Have demonstrated skills in leadership and proactive problem solving.
- Ability to give, receive, and implement constructive feedback, and to learn and adapt.
- Ability to work independently and within a team. Ability to be self-directed and solution-focused.
- Ability to generate and maintain a variety of documents – through either proficient use of basic Microsoft Office tools/computer programs and/or dictation.
- Have demonstrated knowledge of generally accepted practice standards within the field.

Starting pay: Competitive hourly wages based on education and experience.

NWCGC is an equal opportunity employer

To apply, send your resume to AnneW@Nwgc.com