

Position Title: Clinical Supervisor/Child & Family MH Services
Program: Community Mental Health Program, Jefferson County-Madras
Program Location: Madras, Oregon
Employment Status: Full-Time Regular
FSLA Classification: Exempt
Salary/Wage: \$78,395 - \$102,856 annually DOE

This position is eligible for a \$5,000.00 Loyalty Bonus that is paid out in installments.

Job Relationships:

- Reports to: Program Director for Outpatient Services in Jefferson County
- Employees Supervised: MH Child & Family Team Staff

Summary: The clinical supervisor is primarily responsible for ensuring that quality clinical care is provided in mental health services on a day-to-day basis. This means that the clinical supervisor needs to attend to the clinical management of clients, the on-going relationships with community partners in working with those clients, and ensuring that the clinical work is done in a cost-effective manner. The clinical supervisor reports directly to the program director and needs to develop a strong relationship with all team members, including their clinical supervisor counterparts in other clinical programs and the quality assurance department.

Essential Functions and Responsibilities:

1. Provide direct, day-to-day supervision and performance monitoring over mental health program clinical staff members who work in the child/family program.
2. Ensure respectful and compassionate treatment is provided to all clients who enter the mental health program.
3. Ensure that proper policies and procedures that protect the health, safety, and confidentiality of mental health clients are developed and implemented.
4. Work closely with the program director, clinical team, and quality assurance coordinator, to identify opportunities to provide innovative and high quality services to the community.
5. Ensure that the clinical practices of the program meet best practice standards for the field.
6. Actively improve the quality of the mental health program through participation in the Quality Management process.
7. Provide or make available on-going training for mental health clinical staff, support their professional development and continuing education.
8. Work closely with other staff as a member of a treatment team, ensuring healthy staff-to-staff and staff-to-client relationships.
9. Provide direct clinical services as is necessary for the efficient functioning of the program.
10. Ensure that documentation in client files is timely, complete, reflects clinical best practices, and meets State and BestCare standards.
11. Maintain strong relationships with community partners, developing collaborative relationships whenever possible.
12. Other duties as assigned by the Program Director.

Experience and Education Minimum Requirements:

1. Master's Degree in psychology, social work, behavioral sciences, or related field. Preferences given to people with licensure.
2. Minimum two years post-graduate clinical experience providing mental health services.
3. Experience and mastery of the treatment of mental health and substance-related disorders including client evaluation and individual, group, family, and other counseling techniques; program policies and procedures for client case management and record keeping; and accountability for recording information in the client files assigned to them consistent with those policies and procedures and applicable OAR's.
4. Experience and demonstrated competencies to identify precipitating events; gather histories of mental, emotional and physical disabilities, alcohol and drug use and substance abuse disorders, past mental health services and criminal justice contacts; assess family, social, and work relationships; conduct a mental status assessment; document a multiaxial DSM diagnosis; write and implement or supervise implementation of a treatment plan; conduct and document a mental health assessment; and provide mental health treatment and rehabilitative services within the scope of his or her practice

Knowledge, Skills, and Abilities:

Have knowledge, skills, and abilities demonstrating competence in the following essential job functions:

1. Knowledge and skills in Clinical supervision of mental health staff,
2. Strong ability to maintain community relationships.
3. Ability to work independently and also have the skills to be a team player.
4. Ability to communicate, collaborate and get along with co-workers.
5. Possess the ability to network with all resources in order to provide the best customer service.
6. Use good customer service skills with the clients or family members seeking help from our program.

Tools and Equipment Used:

Computer, fax machine, copy machine, telephone.

Physical Demands:

The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to handle, feel or operate objects or controls.

The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The position requires the employee to dress in a professional manner that meets the standards for professional employees in Central Oregon.

To Apply:

Please complete the application using the link below, and submit along with a cover letter, resume with personal email address for correspondence, any applicable licenses, certifications or degrees with transcripts, and contact information for three supervisory/professional references.

[Application for Employment – BestCare \(bestcaretreatment.org\)](https://bestcaretreatment.org)