



COMMUNITY BRIDGES
PUNTES DE LA COMUNIDAD

Reposted: April 19, 2023
Open Until Filled

\$1,000 HIRING BONUS

(After completion of 6-month probationary period)

POSITION: CLINICAL SUPERVISOR
(BILINGUAL ENGLISH/SPANISH PREFERRED)
LCSW PREFERRED

PROGRAM: FAMILY RESOURCE COLLECTIVE (FRC)
A PROGRAM OF COMMUNITY BRIDGES

Community Bridges envisions a thriving community where every person has the opportunity to unleash their full potential. Our family of ten programs delivers essential services, provides equitable access to resources, and advocates for health and dignity across every stage of life.

POSITION DESCRIPTION:

Under the direction of the FRC Program Director, the clinical supervisor is responsible for the overall mental health care coordination system for the Family Resource Collective. The Clinical Supervisor will work in regular consultation with staff regarding the mental health status of participants, use case coordination through a multi-disciplinary team including supervision of master's level associate social workers and therapist and graduate school interns, as well as create reports for grant-funded programs. They will recruit and train counseling staff, coordinate licensure and university requirements and meet with interns at least once per week for clinical supervision of counseling services. They will maintain overall quality control of counseling services at all Family Resource Collective sites, including social service supports such as intakes, assessment, case management, and groups as required. They will ensure program sustainability and direct the interactions between Beacon, Accounts Payable and the Agency.

DUTIES AND RESPONSIBILITIES:

Program Management:

- Receives, manages, assesses, and reports on all referrals for counseling services throughout the FRC.

- In coordination with the Program Director and Program Managers, oversees the development and implementation of Medi-Cal insurance billing, record keeping and compliance for mental health services.
- Assures that any psychological services provided by the center are coordinated with outside partners and primary care physicians.
- Assists FRC staff in assuring that the program provides a therapeutic setting conducive to restoring dignity and self-esteem and good mental health to all participants.
- Ensures that participants' rights are honored and protected at FRC; takes appropriate action when those rights are or may have been abridged at FRC or at home.
- Supports the Program Director and Program Managers in training FRC advocates and support staff in clinical supervision and interactions with families and individuals.

Personnel Management and Therapist Supervision:

- Provides trainings for staff on relevant case management practices and techniques such as mirroring, motivational interviewing, harm reduction, grief and crisis management.
- Provides necessary MFTI and ASW intern supervision in support of their completion of hours under their license.
- Supervises intern caseload to ensure complete, current, written case management records, including initial comprehensive assessment, periodic reassessments, and progress notes on program participants to ensure continuum of care.

Client Therapy:

- Provides assessment, referral and consultation services to participants who are identified as having, or potentially having, mental, emotional or behavioral problems.
- Refers participants and their families to appropriate community agencies when higher level of care is recommended; acts as liaison with such organizations when applicable.
- Participates in the development and/or facilitation of participant groups.

Professional Conduct:

- Communicates effectively and respectfully with people from different racial, ethnic and cultural groups and from different backgrounds and lifestyles; demonstrates a knowledge and sensitivity to their needs.

Job descriptions are intended to be illustrative only; they are not designed to be restrictive or to define each and every assigned duty and responsibility. In an organization of this nature, each employee is expected to perform such duties as necessary to fulfill the stated goals of the agency.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Mental health issues in diverse populations;
- Counseling techniques with adult and children;

- Social service principles and practices, including case management and counseling techniques;
- Supervisory practices and techniques; and
- Community services and agencies which are available to children, individuals and families.

Skill in:

- Consulting with staff regarding mental health issues of participants;
- Preparing complete and concise written materials;
- Assessing and effectively meeting the needs of clients; and
- Dealing tactfully, cooperatively and effectively with FRC staff members and staff from other agencies, community organizations and the public, including people from different racial, ethnic and cultural groups and from different backgrounds and lifestyles.

LCSW or MFT will:

- Stay current on issues and practices relating to mental health, families and issues impacting our community needs.
- Meet all the administrative, legal, and regulatory requirements of mental health accreditation (LMFT/LCSW).
- Maintain confidentiality and treats participants and staff with dignity and respect at all times.
- Communicate effectively and respectfully with people from different racial, ethnic and cultural groups and from different backgrounds and lifestyles; demonstrates a knowledge and sensitivity to their needs.

OTHER REQUIREMENTS:

- Must hold and maintain a current LCSW (preferred) or LMFT license;
- Bilingual Spanish-English is preferred;
- Must qualify to provide clinical supervision to license-track staff;
- Must pass criminal background check and maintain a clean record;
- Must have a valid CA Driver's License for work related tasks as needed, have access to drive a motor vehicle incidental to performance of the work and be insured;
- Must take a TB test and clear before first day of employment.
- Must be able to safely lift up to 50 pounds and satisfy reaching requirements.
- Must be able to stand, walk, and work at a computer for full workdays
- Must be fully vaccinated against COVID-19, including a booster shot when eligible

We screen all applicants, require background checks on final candidates consistent with funding regulation requirements and are a Drug-Free Work Place.

RATE OF PAY & HOURS:

- This is a regular, confidential, non-exempt, 40 hr/wk position, with hours needed to meet the needs of families and case coordination.

- Hybrid option available.
- The agency rate of pay range for this position is \$43.34-\$52.91/hr (plus a \$0.40/hour bilingual differential after passing a test administered by the Human Resource Department).

BENEFITS:

- For employee: shared cost medical, dental, vision, life insurance and Employee Assistance Program. This benefit package is valued at \$9,766.92/year
- First year: 16 vacation days and 11 holidays, with accrual based on 40 hr/wk.
- Sick leave: Eight hours/month, with accrual based on 40 hr/wk.
- May be eligible to earn up to 4 Wellness Floaters per year after satisfying all eligibility requirements.
- 401(k) Retirement Plan: Agency matches employee contribution up to 5% of annual salary, effective during open enrollment period.
- Flexible Spending Account (FSA).
- Dependent Care Reimbursement Program.
- Paid lunch.

TO APPLY:

- Please submit your Community Bridges application by email (recruitments@cbridges.org), fax (831-688-8302), or in person. If you have any questions, please call 831-688-8840, Ext. 200.
- This recruitment is open until filled.
- We are searching for a qualified candidate who is available to begin work ASAP.
- Resumes can be submitted but will not be accepted in lieu of an employment application.
- The Community Bridges general application may be downloaded at: <https://communitybridges.org/employment>
- If applicable, please submit any college transcripts (official or unofficial), licenses, and/or certificates as an attachment to your application.

COMMUNITY BRIDGES IS AN EQUAL OPPORTUNITY EMPLOYER.

Applicants shall not be discriminated against because of age, ancestry, color, religious creed, denial of Family and Medical Care Leave, disability (mental and physical), marital, familial or parental status, medical condition, genetic information, military and Veteran status, national origin (including language use restrictions), race, sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, and gender expression, political affiliation or sexual orientation.