

Clinical Supervisor (Full Time)
LMFT, LPCC, LCSW

Family & Children's Counseling Services, Inc. is a 501(c)(3) nonprofit family services organization that provides behavior coaching, counseling, therapy, training and Court- ordered services to children, teens, adults, families and school staff.

We are looking for a compassionate and detail-oriented leader to provide oversight, consultation, clinical supervision, psychoeducation, and operations training to the to our team of amazing Board Registered Associates and Trainees. This position is responsible for following Board statutes and guidelines related to the supervision of Registered Associates and Trainees. Must meet qualifications and pass background check, according to law - see details below.

Under the direct supervision of the Executive Director, the Clinical Supervisor's responsibilities are as follows:

RESPONSIBILITIES:

- Maintain good-standing with state licensing Board
- Remain current on Supervision training/ CEUs
- Follow legal, ethical guidelines related to professional licensure in the state
- Effectively learn and utilize an electronic health records (EHR) system for administrative duties and maintenance of confidential client files
- Provide face to face and online individual, triadic and/or group Clinical Supervision for Associates and Trainees, meeting their supervision needs according to their client contact hours, skill level, consultation needs, and other clinical factors
- Review assessments, treatment plans and progress notes for supervisees, and conduct regular file reviews
- Provide support, guidance and feedback regarding clinical skill, professional growth, and company policies and procedures
- Support pre-licensed clinical staff in meeting productivity goals, and conduct regular staff trainings, as necessary
- Maintain accurate documentation regarding Associate and Trainee supervision attendance, clinical skill, and progress
- Provide crisis intervention, de-escalation, assessment, treatment, and/or referral for clients to ensure appropriate level of intervention for clients
- Collaborate with Executive Director to recruit, select, onboard, and train new therapists
- Communicate with Executive Director regarding the progress and needs of clinical staff
- Maintain client caseload of approximately 10 clients per week
- Attend community meetings and trainings related to family and mental health services
- Ensure the maintenance of high-quality therapeutic services within our organization

- Collaborate with Client Services Manager regarding the onboarding of new clients and efficient billing practices
- Collaborate with Executive Director regarding business development and program operations to increase and maintain efficiency, financial sustainability, high quality customer service, and enthusiastic provider engagement

To learn more about the services the Clinical Supervisor will support, please visit our website at www.healplaylove.org.

WORKING CONDITIONS:

While performing job duties, the employee will be sitting, standing, reaching and documenting via electronic or hand-written methods.

The employee will be in an office and/or out in the community. Employee may experience weather conditions while in the community.

Workload Distribution

This position is full-time; approximately 40 hours per week. The position will require the *approximate* distribution of time:

- 25% clinical supervision, including weekly meetings, observation, coaching, consultation, note and file review, miscellaneous admin duties, planning and preparation
- 25% managing own client caseload
- 25% collaboration with key staff regarding client onboarding, scheduling, issues related to our electronic health records system (EHR), billing, office supply management, and reporting to and collaborating with Executive Director regarding status updates
- 25% collaboration with Executive Director regarding business development needs

QUALIFICATIONS:

- Must have been fully licensed for a minimum of 2 years and have current / active and in good standing status with the Board of Behavioral Sciences in California
- Must have completed Supervision training, as indicated by the Board of Behavioral Sciences in California, including training to supervise Associates who are pursuing different licenses
- AAMFT Approved preferred but not required
- Prior experience in providing BBS compliant supervision to AMFT, ASW and/or APCC interns preferred, but not required
- Knowledge of theory and experience with techniques of individual, family, and group dynamics, behavioral interventions, substance abuse, crisis intervention, trauma-focused, and cognitive behavioral approaches
- Excellent supervisory, administrative, written and oral communication skills
- Language skills that include the ability to read and understand English
- Grammar and spelling for writing and proofreading professional documents
- Desire to contribute to the organization's positive reputation and success
- Must possess current Pediatric CPR and First Aid Certification (or be willing to obtain)
- Must possess mandated Child Abuse Reporting Certificate (or be willing to obtain)

- Must be committed to a balanced, whole-person, always-learning approach to self and other
- Have a demonstrated ability to work independently and as part of a team
- Be physically and mentally capable of interacting with client population
- Be physically and mentally capable of handling potentially emotional and/or stressful situations
- Bi-lingual, BIOC, HU candidates encouraged to apply

Please note: You will need valid U.S. work authorization to join us, as we are not able to offer sponsorship at this time.

FCCS is an Equal Opportunity Employer

Employment opportunities are, and shall be, open to all qualified applicants solely on the basis of their experience, aptitudes and abilities. It is the policy of Family & Children’s Counseling Services, Inc. to grant equal employment opportunity to all applicants and employees without regard to race, color, national origin, marital status, disability, Vietnam Era Veteran status, age, religion, political affiliation, gender or sexual orientation. FCCS is committed to providing a fair, equitable, diverse and inclusive work environment. We welcome candidates that will promote and value diversity and exercise teamwork and collaboration.

FCCS is an equal opportunity employer. Please visit the FCCS website at www.HealPlayLove.org.

Applicants must meet the qualifications stated in job posting.

HOW TO APPLY: Send your resume to hr@healplaylove.org with the subject heading “Clinical Supervisor.” Please include desired hourly salary in your cover letter. **NO PHONE CALLS PLEASE.** FCCS cannot respond to each inquiry or application. If you are selected for an interview, you will be notified by email or phone. We appreciate your interest in FCCS.

Job Type: Full Time

FCCS Offers:

Flexible Schedules with Work-Life Balance
401k (Retirement) Plan with Company Matching
Professional Development and Training
Career Growth Opportunities
Cellphone or Tablet Stipend
Travel Reimbursement

OFFER ACCEPTANCE (only sign when requested)

I have read and agree to the job description. I am willing to be trained, and will comply with the above-mentioned criteria. I will ask my supervisor questions, if I have any.

Signature / Date

Printed Name