

SPECIAL SERVICE FOR GROUPS, INC.
JOB ANNOUNCEMENT

Title: Senior Clinical Supervision and Training Manager
FLSA: Exempt/Full-time (40 hrs./wk.)
Pay Scale: \$95,000-\$125,000/annum, DOE, plus benefits

Division: APAIT
Supervisor: Division Director

Revised Date: 04/17/2024

Summary

The Senior Clinical Supervision and Training Manager will be responsible for: (1) Providing individual and group clinical supervision of clinical personnel (i.e. Bureau of Behavioral Sciences [BBS] registered therapists) and academic internship students; (2) Coordinating of division-wide continuing education activities regardless of clinical background; and (3) Conducting clinical services as-needed. They will provide culturally appropriate support programs for vulnerable clients and will be involved with all components of the Behavioral Health program, including co-facilitation of workshops and co-management of clients. Must be able to work with diverse ethnic and cultural communities, including, but not limited to, the following target populations: monolingual and/or undocumented immigrants, people experiencing substance abuse, mental illness, homelessness, justice involved, and human trafficking of varying ages, and gay, lesbian, bisexual, transgender, gender non-conforming and questioning individuals. This is a full-time position (40 hr. /per week) requiring flexible hours including some evenings and weekends.

Essential Functions

1. Provide individual and group clinical supervision for BBS registered therapists and interns.
2. Coordinate division-wide staff development trainings including direct provision of trainings or assemblage of subject matter experts or stakeholders in a variety of health and human service modalities.
3. Conduct clinical and non-clinical training for program staff.
4. Coordinate internal online education system portal by assigning appropriate trainings to various division personnel.
5. Coordinate with management team on internal online education system portal training.
6. Serve on the on-call crisis line on an alternating basis with multi-disciplinary team with expectation to become LPS-certified within six months of position commencement.
7. Implement programmatic scope of work at minimum 80% completion rate.
8. Maintain care team protocols and policies under professional clinical supervision.
9. Promote the availability of psychosocial and behavioral health and psychosocial support services to prospective clients.
10. Provide necessary program documentation, including the completion of reports, administration of evaluation tools, and other program related assignments.
11. Attend Unit, Case Conferences, Agency and Community meetings.
12. Other activities as required to conduct program and agency objectives.
13. Ability to perform duties during weekends and evenings when required and regular attendance.
14. Maintain and uphold Agency mission statement, values, policies, procedures and principles.
15. Regular attendance required.

Minimum Qualifications - Knowledge, Skills and Abilities Required

1. Licensed, registered or eligible LCSW, LMFT, LPCC or equivalent from an accredited college or university with major work in clinical social work, marriage and family therapy, and/or professional counseling.
2. Current registration with the California Board of Behavioral Sciences.
3. Active LPS-designation or certification completion within six months from hire date.
4. Post 2-years BBS Licensure and Clinical Supervision eligibility.
5. Bilingual in Spanish or an Asian language (Chinese, Korean, Japanese, Thai, or Vietnamese) is preferred.
6. Advanced knowledge of homelessness, substance use and recovery, co-occurring disorder, justice-involved, human trafficking, and/or HIV/AIDS and other sexual health issues.

7. CADC or RADT related licensure is a plus.
8. Ability to work with clients from diverse cultural, ethnic, and socio-economic backgrounds.
9. Strong interpersonal skills and ability to relate to staff from a variety of cultures, languages, and educational backgrounds.
10. Ability to coordinate multiple tasks/projects simultaneously in a high-pressure environment.
11. Ability to work with diverse communities (e.g., multi-gender, ethnic, generation, bilingual, lesbian, gay, bisexual, transgender, substance use).
12. Strong written and oral skills necessary for program narrative reporting and presentations
13. Demonstrated experience and knowledge of PC hardware and software (i.e., Words, Excel, PPT)
14. Valid California driver's license, plus proof of car insurance, and reliable transportation.
15. Verification of employment eligibility and passing of background check.
16. Updated tuberculosis test (annual requirement) – read, reviewed and dated by a clinician.
17. Maintain and uphold Agency mission statement, values, policies, procedures, and principles.

Supervisory Responsibility

1. Supervise the performance of behavioral health personnel inclusive of staff, interns, and volunteers.

Environmental Conditions (Working Conditions)

1. Ergonomically safe office environment with desktop computer, desk, chair, natural light from windows.

Physical Requirements

1. In the course of performing this job, this position typically involves sitting, standing, walking, carrying (max. 20 lbs), lifting (max. 20 lbs), listening, and speaking.
2. This position requires someone that can accommodate any/all the following: constant distractions, interruptions; uncontrollable changes in priorities/work schedules; availability for on call/duty after regular working hours; and exposure to inappropriate behavior and language of others.

Mental Requirements

1. This position requires someone that can accommodate to any/all of the following: constant distractions, interruptions; uncontrollable changes in priorities/work schedules; and availability for on call/duty after regular working hours, and exposure to inappropriate behavior and language of others.

Application Process:

Please submit cover letter and resume by e-mail to: Jeremy, jeremyv@apaitonline.org NO PHONE CALLS PLEASE.

*Special Service for Groups, Inc. (SSG) is an Equal Opportunity/Affirmative Action Employer
SSG will consider for employment qualified applicants with criminal histories in a manner consistent with the
requirements set by law.*