



Job Title: Clinical Supervisor

Pay Range: \$31/hour (\$.58/hour bilingual differential)

Supervisor: Associate Director of Programs & Services

FLSA Status: Non-Exempt, 20-25 hours

Department: Programs & Services

Close Date: 5/31/22

Organization Overview

Restorative Partners, Inc. (RP) is a nonprofit organization that transforms lives impacted by crime through healing services and relationships. We believe in accompanying and supporting anyone affected by crime on their healing journey, to be an instrument of restoration, of forgiveness, of accountability, and of reconciliation. We believe that violence is never a solution to any problem and that every person is endowed with a sacred dignity, and is capable of changing, healing, and being restored. We believe that everyone deserves to be treated with respect and dignity. We believe that we can overcome violence with education, love, and compassion.

Job Overview

The Clinical Supervisor is responsible for oversight and supervision of the mental health programs at Restorative Programs (RP). At this time, this includes individual therapy delivered by licensed volunteer therapists and a CenCal Therapy Program in which individual therapy is delivered by independent, licensed therapists who contract with RP to provide services. The Clinical Supervisor also oversees treatment plan compliance, database and file maintenance, the department budget, and contract compliance. The Clinical Supervisor works with the Associate Director of Programs & Services (ADPS) to continue building capacity and best practices across all mental health programs. The ideal candidate has a deep knowledge of the mental health field, core programs, and operations. All work is done with a restorative justice approach to client services, employee supervision, and external partnerships.

Essential Duties & Responsibilities

1. Programs

Ensure safe, secure, and trauma-informed care of clients in all RP mental health programs

- At this time, programs include individual therapy sessions
- Ensure best practices for referrals, intakes, treatment plan compliance, case management, exits, and referrals to other agencies, and work with ADPS and Operations Team to ensure Department of Health Care Services and CenCal compliance
- Oversee the CenCal Therapy Program (as described above, therapy is delivered by independent, licensed therapists who contract with RP to provide services)
 - Coordinate the recruitment and onboarding of new therapists
 - Run monthly check-in meetings, match therapists with clients, and coordinate group supervision sessions that are facilitated by the Clinical Supervisor or another therapist
 - Manage client files and ensure compliance with all contract and confidentiality policies
- Collaborate with ADPS to research and implement new mental health programming when applicable and appropriate

2. Staff and Volunteer Oversight

- Oversee contracted work with Clinical Supervisor

- Oversee contracted therapists and any volunteer therapists
- Meet regularly with Housing Director, Resident Coordinators, Treatment Programs Manager, and AOD Interns for collaborative case management

3. Administrative Duties

- Serve as the lead contact in contract compliance, as well as procedural and managerial conversations, with CenCal and any new partners
- Oversee management of Mental Health Programs in the Apricot database, including intakes and case notes, general database maintenance, and quality assurance of electronic and paper files
- Assist ADPS with data collection and analysis of outcomes
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- Other duties as assigned.

Knowledge, Skills, Talents, & Abilities

- Understands and practices a restorative justice approach to the criminal justice system
- Knowledge of SLO County service providers and nonprofit organizations that can assist with employment, education, housing, transportation, etc. support
- Ability to take initiative and independently plan, organize, coordinate, and implement work in various situations where numerous and diverse demands are involved
- Ability to organize and plan projects, handle multiple priorities, and anticipate problems and address them proactively
- Strong conflict management skills
- Ability to make independent decisions, maintain confidentiality, and exercise sound judgment
- Ability to establish and maintain effective working relationships within and outside the work group and serve as a liaison for the organizational unit
- Ability to use active problem solving and effective interpersonal skills while interacting with front line contacts and community members: schools, businesses, government, faith organizations, etc.
- excellent verbal and written communication skills
- Experience working with diverse populations
- Ability to consistently demonstrate compassion, empathy, professionalism, and accountability
- Experience in the use of computers, common office equipment (fax, copier, printer, multi-line phone, scanner, etc.), and software systems including Microsoft Office Suite (Outlook, Word, Excel, Powerpoint) and Google Suite (Drive, Sheets, Docs, Calendar, etc.)

Education and/or Experience

- MSW or MFT required
- Minimum two years of experience working in the social service or criminal justice field
- Minimum two years as a manager or team supervisor
- Preferred - Spanish/English bilingual
- Must be willing to complete Restorative Partners staff training including Restorative Practices, Cultural Competency, and ongoing training relevant to our work

Certificates, Licenses, Registrations

- Preferred - Group Facilitation Training (i.e. AVP, CBT, MRT, etc.)
- Preferred - Motivational Interviewing Training
- Preferred - Trauma-Informed Practices Training
- Preferred - Mental Health First Aid
- Must agree to Mandatory Vaccination Policy

Benefits

Vacation

Sick time

11 paid Holidays

Phone Stipend

Health Benefits

Dental

Vision

Life Insurance

To apply go to: <https://restorativepartners.org/careers/>

Restorative Partners is an equal opportunity employer and does not unlawfully discriminate on the basis of race, creed, national origin, disability, sex, gender identity, marital status, age, or any other protected status covered by federal or state law.