POSITION: Clinical Supervisor
FLSA: Exempt
Reports to: Executive Director

Full-time with Benefits

LCSW-C, LCPC, LICSW, LMFT, LMHC, LPC, or PsyD/Ph.D.

Roberta’s House – A Family Support Center is recruiting a dynamic Clinical Supervisor for the Outpatient Behavioral Health Program. The Clinical Supervisor oversees the day-to-day operations supervision of our Baltimore and Prince George’s County campuses’ clinicians and interns. The clinical supervisor supports the professional development of Maryland’s LMSWs and interns, mentoring them and supporting the team’s work to obtain a higher level licensure required to provide mental health/clinical services to clients.

The incumbent reports to the Executive Director of Roberta’s House (RH). They serve on a multidisciplinary team and will assist the employer with pursuing the CARF accreditation and provide direct services to individual, couple, family, and group therapeutic services to patients, including assessments, treatment plans, and discharge case reports.

In addition, the successful candidate possesses expert knowledge of applicable laws, regulations, and policies. They must have a thorough knowledge of social work principles, trauma, grief and loss modalities, techniques, and their application to complex casework, group work, and community-centered problems.

MAJOR DUTIES AND RESPONSIBILITIES

- Demonstrate commitment to the philosophy, mission, and vision of the organization
- Provides vision, supervision, and managerial of Behavioral Health functions, including planning, organizing/directing, training, developing standard operating procedures, process/tasks documents, setting high-quality work standards, reviewing work, counseling, and disciplining and performing other personnel functions for lower-level social workers, students, interns, and assigned support staff members.
- Experience in using case management databases or service file management
- Participate in hiring new staff clinicians, coaching, disciplining, preparing performance evaluations, conducting case management audits, and related tasks
- Ensure scheduled case management reviews are achieved to assist clinicians in addressing such matters as diagnostic best practices, crisis intervention, boundary issues, countertransference, work-related stressors, and cultural competence.
- Provide supervision on working with complex and involved family dynamics, acute to severe medical and/or emotional disorders, grief/loss, and mental illnesses that the client may possess, as well as handle emergencies and crises as they arise
- Possess solid regulatory knowledge, including clinical protocols
• Stay abreast of the Diagnostic and Statistical Manual of Mental Disorders Fifth Edition DSM-5.
• Completes required documentation and paperwork involving biopsychosocial assessments and treatment planning and implementation promptly
• Address or assign referrals from providers
• Provide therapeutic services to patients and their families
• Develop partnerships with external partners/stakeholders
• Oversee efficient processing of case-related accounts and billing for mental health services
• Proficient in Microsoft 365
• Produce accurate and timely monthly reports on the Behavioral Health Program case management statistics and progress reports must be submitted to the Executive Director
• Provide high quality customer service via phone, email, and in-person communications
• Participate in our agency-sponsored events/programs
• Demonstrates cultural competency and commitment to patients
• Maintain a minimum active caseload, is necessary
• Support team members and interact and relate with families of various losses due to death.
• Work as a team leader with other Group Leaders, Instructors, and Volunteers
• Proficient at public speaking using media aids such as PowerPoint presentations
• Completion of all staff-required training (including 26-hour volunteer training)
• Attend meetings as scheduled for annual support team meetings and interim meetings regarding behavioral concerns for persons served
• Other duties as assigned

EDUCATION
Required: Master’s Degree in Social Work, Counseling, Psychology, or related field from an accredited institution and two years of experience as a Licensed Clinical Social Worker and Maryland Board Approved Supervisor (in good standing).
Project management certification is desirable but not required.

GENERAL REQUIREMENTS
General Requirements
• A driver's license and a private vehicle are required
• Successful completion of a background investigation
• Must complete successful background inquiry, which may be required annually or as requested
• Ability to regularly work in an office environment or remotely perform work as scheduled
• Ability to have prolonged periods sitting at a desk and working on a computer or
• Ability to work in extreme temperatures during agency-sponsored events
• Valid driver's license and use of reliable transportation
• Must be able to lift 10 pounds

Submit a resume and cover letter to the Director of Human Resources at info@insightconsultingassociates.com

Roberta's House is an equal opportunity employer regardless of race, national origin, sex, age, disability, veteran status, sexual orientation, gender identity, or any other classification protected by law.