



The City of Union City is welcoming qualified applicants for:

## **CLINICAL SUPERVISOR**

Monthly Salary: \$7,470 - \$8,894

### **THE POSITION:**

Under general supervision, the Clinical Supervisor plans, organizes, participates in and oversees the clinical work and clinical staff of Youth and Family Services, including coordinating crisis and counseling intervention services, providing technical expertise, guidance and supervision for clinical staff, administering the clinical intern program, and performing related duties as required.

### **ESSENTIAL DUTIES:**

Duties may include but are not limited to the following:

- Plans, organizes, assigns, supervises, reviews, and evaluates the work of clinical staff; recommends selection of clinical staff; trains clinical staff and provides for their professional development; administers discipline as required.
- Provides clinical expertise and consultation to clinical staff, interns, and police officers.
- Administers the clinical intern program; actively participates in intern recruitment, placement, training, and completion of all documentation required by educational institutions.
- Provides group and individual counseling to youth and provides family therapy when appropriate, including the most challenging cases; provides crisis assessment and intervention; develops treatment plans and implements interventions; coordinates and follows up on referrals to relevant agencies and service providers; and provides follow-up support to students and families.
- Coordinates and responds to crisis Union City Police Department call-outs, Crisis Receiving Home (Malabar) cases and other community emergency situations as needed.
- Conducts assessments of youth, individuals and families to identify appropriate resources and provide referral services.
- Works in close collaboration with the Program Manager to develop and implement consistent standards and practices in clinical operations; develops and/or revises policies and procedures in response to changing client and organizational needs; participates in the development of Youth and Family Services goals and objectives.
- Ensures that staff remains current in the professional, legal and ethical standards of the profession; provides training and workshops as necessary for clinical staff and interns.

- Conducts and participates in meetings, trainings, and workshops with community partners, schools, and guardians to ensure high-quality delivery and coordination of services.
- Develops and maintains relationships with all stakeholders, including other social welfare agencies and organizations; conducts presentations and workshops for guardians on various educational topics.
- Works with the Program Manager to develop, track, and compile clinical program data and statistics; prepares various local, state and federal reports as necessary.

## **QUALIFICATIONS:**

### **Knowledge of:**

- The theory and principle of human development, particularly child development.
- The social aspects of mental and emotional adjustment, including normal and abnormal behavior.
- Principles and techniques of crisis intervention and family therapy, which includes interviewing techniques and treatment modalities.
- Principles, methods and trends of social casework.
- Trauma informed, culturally relevant and positive youth development concepts and strategies.
- HIPAA, FERPA, confidentiality requirements, mandated reporting and other legal and ethical considerations in the field of Human Services.

### **Ability to:**

- Assess undefined, potentially complex and/or crisis situations and determine use of appropriate diagnostic tools to assess psychosocial needs of clients.
- Perform counseling and case management services.
- Work independently to make sound decisions and remain focused under stressful conditions.
- Identify appropriate community resources.
- Effectively collaborate across multiple systems including law enforcement, schools, social service agencies, government programs, etc.
- Establish effective and productive relationships with clients.
- Communicate effectively both orally and in written form.
- Produce statistical reports and maintains records as necessary.
- Conduct presentations to diverse key stakeholders.
- Work varied hours and responds to call-outs.

## **EDUCATION AND EXPERIENCE:**

Any combination of education and experience that has led to the acquisition of the requisite knowledge, skills and abilities may be considered. Typical ways of acquiring these knowledges, skills and abilities are:

Master's degree in Counseling, Clinical Psychology or Clinical Social Work, and five (5) years of clinical experience providing counseling and psychotherapy to families, youth individuals and/or groups, including one (1) year of supervisory experience. Three years of supervisory experience preferred.

## OTHER REQUIREMENTS:

- Must possess and maintain a current State Board of Behavioral Science License as a Marriage Family Therapist, Clinical Social Worker, or Clinical Psychologist. Must meet the State Board of Behavioral Sciences criteria for supervising licensing hours.
- Must successfully complete a background check which includes fingerprinting and verification of education and experience.
- Must have reliable transportation and willing to travel locally.
- Experience working in a multicultural capacity and providing therapy to "high risk" youth and families, highly desirable!

## APPLICATION PROCESS:

Application and resume should be completed on-line via the CalOpps website:

<https://www.calopps.org/union-city/job-19905569>

**\* Interested applicants are encouraged to apply immediately. Once a sufficient number of qualified applications are received the recruitment may close without notice. \***

Resumes will not be accepted in lieu of a completed application. Application and resume will be reviewed and evaluated using, in part, the criteria contained in this brochure.

The selection process may consist of one or more of the following components: a written exam, an oral interview, and medical exam. Only a limited number of persons whose application materials clearly demonstrate that they meet the needs of the City in terms of training, experience, education, and other job related characteristics will be invited to participate in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

Applicants who are invited to continue in the selection process will be notified by e-mail. Successful candidates' names will be placed on an employment eligibility list. The eligibility list will remain in effect for a minimum of one year from the date the list is established. Additional vacancies that occur for this classification may be hired from the list.

The City of Union City is an Equal Opportunity Employer and values diversity at all levels of its workforce.