



Clinical Supervisor – Children, Youth & Families (CYF)

Location: Pierre, SD

Agency: Capital Area Counseling Service

Employment Category: Salary

Employment Type: Full-time

Salary: \$56,700 to 58,800, DOE

Benefits: health, dental and life insurance coverage; retirement participation; YMCA family membership; paid holidays; and vacation and sick leave

Position Description: Oversees the delivery of clinical services within the CYF program to ensure the highest quality of service delivery including monitoring of programs and quality improvement planning.

Responsibilities for this position include:

- Oversee CYF clinical services and programs under the general direction of the Clinical Director
- Supervise subordinate staff to ensure the mission, goals and objectives of the agency and unit are met and for advanced credentials
- Build a collaborative relationship with supervisees and other staff
- Makes work assignments, provides work direction, and reviews work
- Ensure supervisees are using an appropriate treatment model, and identifies and provides needed training, and models and instructs staff
- Addresses staff problems and takes necessary action and assists with performance appraisals
- Will be involved in direct observation methods with clinical supervisees (e.g. sitting in on sessions/groups, reviewing video/audio recordings, etc.)
- Assists staff in understanding and working within all pertinent laws, ethics, rules, regulations, and contractual requirements
- Maintain a reasonable client caseload providing mental health services to clients receiving CYF services within an integrated system of care and complete all necessary clinical documentation within required timeframe
- Provide liaison services to facilitate coordination of services with other providers and community partner agencies
- Utilize evidence-based techniques when working with clients
- Adhere to all agency policies and state and federal laws regarding confidentiality of medical records
- Be an effective supervisor, teacher and consultant to staff, other professionals, clients, and clients' family members. Lead by professional example and instill in his/her employees a commitment to quality and excellence
- Ability to integrate social, medical, and psychotherapeutic data to diagnose, form a treatment plan and provide appropriate treatment

- Crisis management skills and effective use of therapeutic relationships to predict and de-escalate crisis situations with the least restrictive intervention
- Oversee on-call crisis coverage
- Regularly provide clinical supervision and consultation as needed on an individual and group basis
- Review and approve all required clinical documentation as required by agency and state regulations
- Plan, develop and implement the CYF program using good judgment and sound reasoning based on education and experience, to maximize program productivity and to ensure coordination with agency goals
- Provide structure, leadership, and supervision for day-to-day clinical operations of the CYF program and staff
- Facilitate communication between CYF staff and all other staff to ensure team members understand and support goals in meeting client's needs
- Plan, attend, and facilitate the CYF team meetings
- Provide ongoing formal and informal evaluation of staff including initial performance appraisals, ongoing feedback, and yearly written performance appraisals
- Plan, develop and implement initial training and ongoing in-service training/education programs for CYF staff

Requirements

- Master's degree in counseling or social work and licensed in the State of SD or working toward licensure
- Two years of post-graduate work experience in public or private behavioral health work
- This position requires skill to be an effective supervisor, teacher and consultant to staff, other professionals, clients, and clients' family members. Prior experience as a coordinator/supervisor a plus, but not required
- Knowledge of mental illness/addictions and related services
- Knowledge of working with special client populations
- Knowledge of rules and regulations pertaining to mental health services/addictions and programs
- Knowledge of community resources
- Ability to plan, assign, coordinate, prioritize and evaluate subordinates' work
- Ability to carry out responsibilities with compassion and patience
- Ability to communicate with consumers, their families, team members, other agencies, and the general public
- Maintain confidentiality and comply with agency compliance plan and code of ethics
- Ability to work as part of a team
- Excellent computer skills/proficient in computer applications, specifically MS Office
- Ability to multi-task and prioritize work
- Excellent communication skills, both verbal and written
- Strong organizational skills
- Ability to meet deadlines
- Work hours will include some evening and weekend hours
- Sensitivity and competence with cross-cultural issues.
- Ability to work within a dynamic and continuously changing healthcare environment.
- Capable of practicing independently in the context of a team model, and collaboratively with multiple agencies/disciplines.

- Knowledge of county, state and federal regulations, e.g. healthcare funding, civil commitments, child abuse, vulnerable adults.
- Knowledge of community resources (placement, community-based treatment options).
- Excellent problem identification, problem solving and follow-through skills.
- Basic computer skills.
- Possess a valid driver's license
- May need to use personal vehicle for work-related tasks and must provide proof of insurance

To apply go to www.cacsnet.org and complete our application. Email the completed application and your resume to kellie.shuman@cacsnet.org

For questions contact Kellie Shuman at 605-224-5811.