



Reach for Resources Position Description

Position Title: Clinical Supervisor

Job Summary: Reach for Resources, Inc. is looking for a Clinical Supervisor to provide clinical supervision for our mental health employees/interns, provide psychotherapy for individual, couples, group, and family, and expand our mental health services. The Clinical Supervisor is a member of Reach for Resources, Inc.'s management team and reports to the Executive Director.

Reach for Resources, Inc. is a nonprofit organization whose mission is to support individuals with disabilities and mental illness to reach their full potential. We do this by providing individualized services that maximize independence, promote community involvement, and improve physical and mental well-being.

We are seeking a compassionate, employee-centered leader to join our management team. If you are passionate about supporting individuals with mental illness and helping to create a positive team atmosphere in a challenging field, this position is for you.

Duties and Responsibilities:

General

- Implements and enforces all policies and procedures pertaining to the agency's mental health services; stay current on changing policies, laws, and requirements for all mental health programs; and assures Federal and State regulations are being followed.
- Meets regularly with the Executive Director and Managing Director to share information regarding mental health services and review employee performance related to their clinical care of clients.
- Develop and maintain professional relationships with providers including Hennepin County staff, landlords, family members, employers, community agencies and other service providers.
- Participate in regular meetings with team, operations, and management.
- Actively seeks out and provides education and outreach opportunities.
- Public Relations/Networking/Liaison
 - Responsible for the reputation and public image of the agency
 - Develop and maintain positive working relationships within the community
 - Refer clients to other professionals as needed
 - Communicate with other providers involved in mental health services
 - Maintain continued education on community resources
 - Have knowledge of all agency programs
- Responsible for updated knowledge of referral sources and agencies working with persons with cognitive disabilities and/or mental illness and for finding the most appropriate services according to individual and family needs
- Complete all job duties and caseload requirements as assigned.
- Participate in other Agency functions as assigned

Clinical Supervision

- Provide clinical supervision, required by DHS, as the department Clinical Supervisor
 - Provide clinical supervision of mental health therapists, targeted case managers, Mental Health Practitioners, Mental Health Rehab Workers, mental health interns, and others that may require clinical supervision while obtaining their license.
 - May provide clinical supervision for Reach employees working with clients with mental illness within departments outside of Mental Health Services.
 - Perform all duties required by DHS as Clinical Supervisor to the ARMHS program

- Promote creative problem solving and collaborative person-centered services by facilitating regular staff meetings and provide clinical consultation to staff.
- Plan for and train staff on clinical issues
- Reviews all clinical paperwork (e.g. Functional Assessments, Treatment/Service Plans, external Diagnostic Assessments)
- Conduct and write diagnostic assessments and interpretive summaries
- Be available in the office or by phone for staff consultation

Program Development/Provision of Psychotherapy

- Stay up-to-date on possible mental health program expansion opportunities that may arise that fit our mission. Apply for Request for Proposals for new programs and assist in completing application process for adding new mental health programs to our services.
- Provide psychotherapy to adults through individual, couple, group, and/or family.
- Make referrals, coordinate services, monitor and evaluate the delivery of services.
- Provide Community Based Services
 - Provide services in various billable locations
 - Maintain professional relationships with individuals we support, employees, DHS, counties, and other community providers

Qualifications:

- Master’s in Social Work and licensed or license eligible as an Independent Clinical Social Worker.
- 5 years of post-license experience in the provision of mental services
- Experience in the following areas: providing clinical supervision to employees, working with individuals with mental health conditions, counseling/psychotherapy; expanding mental health programs; working with individuals with intellectual disabilities, and program planning/implementation
- Knowledge of the effects of mental illness on people with cognitive impairments
- Must have current driver’s license in good standing and maintain own reliable transportation
- Have comprehensive auto insurance
- Knowledge of community resources
- Must have ability to work independently and part of a team, enjoy flexibility, and be able to manage stress
- Use of electronic medical records system (Procentive, HR platform, Microsoft 365)

Skills and Abilities:

- Be able to function independently, interact with, and relate to a variety of individuals
- Strong psychotherapy skills to work with a range of presenting concerns.
- Professional communication skills
- Must be able to act in a manner that encourages change and provides a positive and support atmosphere
- Integration of trauma-informed, culturally responsive, anti-oppressive practice into clinical work.
- Intersectional lens, cultural humility, and awareness of own areas of privilege; work with culturally diverse populations
- Strong interpersonal skills including strong oral, written, and listening communication abilities.
- Ability to work within an evolving mental health environment prioritizing a collaborative/team approach.
- Knowledge of healthcare regulations and documentation requirements for third-party payer billing.
- Knowledge of issues and resources for a community mental health population.
- Practice effective decision making
- Appreciate and participate in a positive, passionate work culture.
- Create professional reports
- Handle crisis situations and provide direction to staff when necessary
- Identify client needs and treatment plan goals

- Basic computer skills required
- Must be able to use and maintain a daily schedule

Competitive salary and benefits provided with many other perks including but not limited to reimbursement of license exam and renewal fees, mileage reimbursement, training, health insurance, dental insurance, life, short-term, long-term, 403b match, paid time off, parental leave, and work-life balance. Additional benefits include company-issued laptop and mobile phone and a comprehensive Employee Assistance Program to support employees and their families.

Reach for Resources is an at-will employer.

Violations of policies or procedures may have the following consequences: violations reflected in performance reviews and/or raises, written reprimand, placing an employee on probation, or termination.