



Job Description

Position Title: Behavioral Health Services Director
Department: Behavioral Health
Reports to: Operations Director

Position Summary: Implement and promote a program of mental health in a community clinic setting, including, but not limited to, psychosocial assessment, diagnostic services, individual and group psychotherapy and case management/coordination with medical providers and supervision of trainees/interns. Population is largely Spanish-speaking, low-income immigrant adults and children.

Serves as Clinical Supervisor for non-licensed therapists, interns and trainees. Provide a range of psychosocial assessments, diagnostic, therapeutic and case management services for individuals, couples, groups, children and families, as appropriate to the specific expectations of the position.

Responsibilities:

- Manage Mental Health Department
- Monitor and regularly evaluate department productivity and quality of care
- Supervise MFT/MSW interns and trainees, as required.
- Foster and manage relationships with local educational institutions.
- Provide consultation to onsite licensed therapist during crisis response to walk in clients as necessary, in conjunction with, medical providers to encourage compliance with medical and behavioral regimens.
- Develops psycho-educational classes and groups.
- Manage inter-departmental communication and integration to ensure efficient coordination of services
- Develop informational materials for educational and promotional purposes.
- Provide patient access to meet department requirements
- Manage patient care as required for operational needs
- Maintains accurate and appropriate records of all client interventions and follow ups.
- Fully participate in staff development opportunities offered to enhance professional growth, especially to maintain license, certification, or identified program performance skills.
- Attend and contribute to Clínica Romero's managerial committees, including, but not limited to, Operations and Quality Committees
- Attend on and off site collaborations and community meetings on behalf of Clínica Romero as the Behavioral Health representative.
- Other duties as assigned.



Observes CMOAR policy/procedures regarding conduct in the work place:

- Observe regulations on time card use and reporting
- Maintain attendance as per policy
- Maintain a clean and safe work area.
- Observe general Safety/Employee Health policies and procedures including Fire regulations.
- Maintain a current annual health screening
- Maintain the privacy and confidentiality of clients with regard to personal records and program issues development.
- Display clearly visible identification.
- Treats all employees, clients, neighborhood committee members with respect, dignity and in a courteous and professional manner in accordance to non-discriminatory policies and procedures and Union Agreement.
- Conduct only work related conversations when clients are waiting for service.
- Do not discuss other staff members, policies, problems or medical care in public areas of clinic.

Qualifications

- LCSW with current license
- At least two years of experience as licensed practitioner.
- Good speaking and writing skills both English and Spanish
- Excellent leadership, collaborative, team building skills
- Microsoft Office general knowledge
- Able to work and communicate effectively with people of diverse culture, education and economic background

CLINICA MSR. OSCAR A ROMERO IS AN EQUAL OPPORTUNITY EMPLOYER