

Date Posted: 9/09/2011

**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

Job Title: Clinical Director

Employer/Agency: **Interface-Samaritan Counseling Centers**

Interface Samaritan Counseling Centers (ISCC) is a nonprofit service agency; its mission is to encourage human development by providing counseling and educational services from a Christian perspective. Operating in an affiliate relationship with the international Samaritan Institute of Denver, Colorado, ISCC is headquartered in the Galleria area with satellite operations in the northwest and west Houston areas, including Spring and Katy. The agency has 21 employees (15 clinical staff members) and an annual budget of approximately \$900,000.

Founded in 1972, the organization is a referral option for churches, managed care providers and other agencies seeking to assist individuals in need of counseling services. While ISCC is a fee-for-service agency, need-based subsidies are available in appropriate circumstances through funds contributed by churches and others.

The organization employs fifteen licensed therapists whose expertise includes working with children, adolescents and adults in all areas of mental health, such as substance abuse, grief/loss, depression, anxiety, trauma and abuse. Therapists work with individuals, groups, couples and families. They also provide educational services and seminars for churches and other organizations, on site or in the ISCC center.

Clients come from self-referral, healthcare professionals, clergy and church staff, school counselors and administrators, managed care and

employee assistance programs.

Job Description:

The Clinical Director reports directly to the Executive Director and is responsible for all clinical activities of the organization. The Executive Director, the Clinical Director, and the Controller constitute the leadership team.

Leadership in Quality Assurance and Case Management:

- Monitor and shape clinical and administrative staff in relationship to licensing review boards, accreditation requirements and ethical standards
- Update and document clinical policies and procedures
- Serve as HIPPA and Red Flag Rules Compliance Officer

Recruitment, Oversight, Supervision and Development of Clinical Staff:

- Set expectations, facilitate success, and evaluate qualitative and quantitative performance including: billed hours, types of services (groups, workshops, supervision, training, and consultation); populations served; outreach activities with emphasis on sacred settings; and networking in reference to partnerships and grants
- Meet with individual therapists at least quarterly regarding progress towards annual goals
- Consult with individual therapists, as needed, regarding clinical cases
- Lead clinical case consultation meetings
- Recruit, screen and recommend therapists to Executive Director for hiring
- Orient and facilitate successful entry of new staff

Development of Clinical Services and Community Resources:

- Assess need, design, implement, and evaluate clinical efficacy of services
- Make recommendations for changes in clinical staff and programs
- Develop new relationships with community resources, prioritizing church communities
- Nurture relationship with existing referral sources and

related agencies

- Work with Board Clinical Oversight Committee

Delivery of Services:

Related to program and service goals, provide counseling, educational programs, clergy care, and consultation services, meeting minimum and maximum billable hour goals

Participation on Leadership Team:

- Prepare for, participate actively and accomplish action items from Leadership Team meetings
- Represent clinical services to Board and relevant Board committees
- Plan and implement clinical budget
- Assist with fundraising events and grant requests, as needed
- Provide supervisory leadership role in Executive Director's absence
- Perform other duties as assigned by the Executive Director

Qualifications:

- At least **five** years of experience as a licensed clinician (experience in an agency setting a plus)
- Advanced competence in integrating spirituality in the practice of therapy and the ability to communicate and demonstrate this knowledge to others (American Association of Pastoral Counselors Fellow or Diplomate a plus);
- Supervision training and experience (eligibility to supervise provisionally licensed staff a plus: Licensed Professional Counselor-Interns; Licensed Marriage and Family Therapist-Associates; Social Worker Clinical Practitioner-Interns);
- Program management experience, including budgeting and reporting of outcomes;
- Excellent communication skills, both written and verbal;
- Strong interpersonal skills; ability to deal effectively with the public, other seasoned professionals, staff, and Board in a professional manner;
- Effective multi-tasker who is flexible and enjoys handling a wide variety of activities;
- Ability to interpret the mission of the Center to others; and
- Competence with computer software (Medisoft, Word,

Excel, and Outlook preferable).

Other Requirements or Special Conditions:

- Work in the satellite offices as necessary
- Overtime as necessary

Salary/Hours:

DOE

Employer/Agency:

Interface-Samaritan Counseling Centers

Address:

4803 San Felipe

City, State, Zip:

Houston, TX 77056

Contact Person:

Ana Schick

Contact Title:

Executive Director

Phone:

713-626-7990 ext. 104

Email:

aschick@interface-samaritan.com

Application Method:

Submit resume, letter of interest, and three references to Ana Schick listed above

Opening Date:

Immediately

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity.

Thank you