

Clinical Director

Family Paths, Inc.

Family Paths is a non-profit agency that has provided mental health and family support services to strengthen families and prevent child abuse since 1972. Family Paths offers a fun and supportive team environment, a commitment to training, opportunities for growth, and an excellent benefits package. We are an agency that is actively engaged in multicultural organizational development and respects and values the diversity of the communities we serve and the staff who work here. Family Paths serves all of Alameda County with offices in Oakland and Hayward.

Position Description:

The Clinical Services Director implements the clinical vision of the agency and provides leadership, direction and oversight to child and family mental health service programs, clinical operations, and clinical training programming. This position works collaboratively to provide linkages between all direct service programs, build inter and intra-agency collaboration and mission alignment. The Director is part of the agency's senior leadership team and works closely with the Executive Director for purposes of strategic planning, program development, contract compliance/negotiations and identifying and securing new funding opportunities

This position requires the demonstration and commitment to the agency's mission, vision, and values, including a strong commitment to issues of social justice and culturally and linguistically responsive practices.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Provides collaborative leadership to identify organizational and program needs, goals, priorities and service gaps.
- Responsible for the strategic vision and operation of Family Paths' Outpatient Mental Health Program and Clinical Operations department.
- Partners with ED and Finance Director to develop and monitor program budgets and pursues alternative funding opportunities.
- Develops and maintains cooperative relationships with community agencies and organizations; represents program at community events and speaking engagements with media contacts.
- Provides information as needed to the Executive Director/Board/Funders regarding utilization, program evaluation and proposed programs and activities.
- Collaborates and coordinates on developing agency-wide best practices in policies and procedures.
- Oversight of electronic health records system, technology platforms connected to Telehealth, HIPAA compliance and quality assurance/quality improvement.
- Oversees the responsibilities of the clinical training to ensure the implementation of clinical trainings and procedures meet the requirements of the agency's contractual obligations, funders and CEU regulations.
- Ensures that the agency adheres to regulatory requirements for clinical supervisors as stipulated by FP policies and procedures and the Board of Behavioral Sciences.
- Partners with ED, management team and Board of Directors to identify strategic long-range planning to meet agency's goals and objectives and evaluate strategic priorities and future growth opportunities.
- Responsible for the recruitment, hiring, and termination of staff. Orients and trains staff and provides ongoing support.
- Responsible for the development of work plans, performance expectations and evaluations. Handles employee grievances to the extent outlined in Employee Handbook.

- Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.
- Provides clinical supervision/consultation to licensed and unlicensed staff/interns as needed.
- Covers duties of Program Managers in their absence
- Participates with the Management Team in agency planning and development, including the promotion of a culturally responsive agency atmosphere where staff members of various backgrounds feel respected and valued.
- Provides leadership and accountability for the agency in the absence of the Executive Director.
- Other duties and assignments as required.

REQUIREMENTS, QUALIFICATIONS, SKILLS & ABILITIES:

- Licensed minimum 7 years as LCSW, LMFT, PhD or PsyD
- Currently licensed in California as LCSW, LMFT or PhD or PsyD
- Minimum 5 years clinical supervision experience.
- Minimum 5 years progressive management experience in a social service setting.
- Computer skills required: Microsoft Office Suite; Electronic Health Record system
- Extensive knowledge of Medi-Cal/EPSDT funding and HIPAA regulations.
- Experience working with respect and sensitivity for cultural differences and ability to build and support a harassment-free diverse workforce.

Desired Qualifications:

- Strong leadership skills that fosters positive team morale.
- Strategic thinker who can develop innovative strategies to achieve organizational goals.
- Demonstrated experience in program development, implementation and administration.
- Demonstrated experience in overseeing contract compliance and monitoring.
- Excellent verbal and written communication skills.
- Strong technology skills and ability to learn new skills with independence.
- Strong organizational and time management.
- Ability to form collaborative relationships with colleagues in a multicultural context.
- Ability to exercise excellent judgment and work independently.
- Significant experience working with at-risk children, families and caregivers.
- Experience with trauma-informed and diversity-informed mental health treatment.

Special Requirements:

- Must pass criminal records clearance.
- Requires some driving on agency business so must have access to reliable transportation, maintain a valid CA driver license, current auto insurance and a clean DMV record.
- Flexibility to work occasional evenings and weekends for meetings and special events.

Work Environment:

- This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is:

- Occasionally required to do outreach in the community (by phone and/or in-person).
- Frequently required to be at a computer desk.
- Frequently required to utilize hand and finger dexterity.
- Frequently required to talk or hear.
- The employee must occasionally lift and/or move up to 25 pounds
- Specific vision abilities required by this job include: close vision; (on a computer or reading documents).

COMPENSATION: \$97,069.05-\$99,495.77. Pay rate is commensurate with education and experience and competitive in the non-profit environment.

LOCATION: Hayward

WORKING CONDITIONS: Due to COVID 19, employees are working remotely until further notice, with an option to work in office if appropriate.

EMPLOYEE STATUS: Full Time

WEEKLY HOURS: 37.50 *(Full Time positions are based on a 37.50 work week)*

BENEFITS INCLUDE:

- Group Kaiser and Dental Benefits
- Flexible Spending Accounts
- PTO plan starting at 4 weeks (progressive to 6 weeks at 5 years)
- 12 paid Holidays, 2 Float Holidays
- 5 days of paid Educational Leave + professional development allowance
- 401K Retirement Plan, Commuter Benefits Plan, 529 Education Savings Plan, Long Term Disability Insurance, Voluntary Long-Term Care Insurance, Voluntary Aflac Benefits

TO APPLY: Send your resume and **cover letter** to Angela Dant. **Resumes without cover letters will not be reviewed.**

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Fax: 510-893-2074

Website: www.familypaths.org