



JOB DESCRIPTION

NOTICE: This job description is provided as a general summary of common job duties performed by individuals assigned this job title. It is not all-inclusive, nor is it intended to create a contract, written or implied, between employees and Building Opportunities for Self Sufficiency, nor does it in any way alter the employment-at-will relationship that exists between employees and Building Opportunities for Self Sufficiency. As a condition of employment, all agency employees are expected to perform job duties assigned by agency management even when such duties are not included in their job description.

JOB TITLE:	Clinical Supervisor (Licensed)
REPORTS TO:	Director of Wellness Programs
EMPLOYMENT STATUS:	Non-Exempt
TIME COMMITMENT:	Full-time (40 hr/wk)
BARGAINING UNIT:	Local Union #1991, IUPAT, AFL-CIO
STARTING SALARY:	\$85,000.00
PROGRAM/FUNDING:	CalVIP

ORGANIZATION

The mission of BOSS is to help homeless, poor, and disabled people achieve health and self-sufficiency, and to fight against the root causes of poverty and homelessness. The organization was founded in 1971 by a group of volunteers from the Hillel Streetwork Project in Berkeley who responded to the needs of mentally ill individuals being released to the streets by state hospital closures. Today, BOSS develops solutions to mass homelessness, mass incarceration and community violence and is dedicated to the inclusion of people marginalized by addiction, trauma, criminality, incarceration, poverty, racism, sexism, homelessness and violence with an intentional focus on four areas of service with Housing Security, Criminal Justice Reentry, Neighborhood Safety, and Social Justice Programs and services. BOSS works one-on-one with each family and each individual to help them achieve stable income, permanent affordable housing, and lasting wellness.

POSITION DESCRIPTION

The Clinical Supervisor will report to the Director of Wellness Programs and will be responsible for providing clinical supervision to mental health professionals working with clients in the BOSS Centers of Excellence: Trauma Informed Violence Intervention and Prevention Initiative. The Clinical Supervisor will work within an interdisciplinary public health strategy that employs evidence-based programming selected to disrupt the transmission of violence. The essence of this work is centered on a holistic care management model administered through a healing justice lens.

Essential Functions (Duties and Responsibilities):

- Provide clinical supervision to mental health professionals, including Licensed Clinical Social Workers (LCSWs), Marriage and Family Therapists (MFTs), and interns.

- Ensure that all mental health services provided to clients are in compliance with ethical and legal standards and evidence-based practices.
- Monitor and evaluate the quality of mental health services provided by staff.
- Provide regular feedback and support to staff on their clinical skills and professional development.
- Facilitate case conferences and team meetings to ensure coordinated care for clients.
- Provide education and consultation to staff regarding clinical issues and treatment options.
- Assist with program development and evaluation, including the development and implementation of policies and procedures.
- Collaborate with outside mental health providers as needed to ensure clients receive clinically indicated services.
- Attend meetings and participate in quality improvement initiatives to ensure high-quality care and services.

Team Participation

- Participates in staff meetings and other group activities essential for operations
- Leads team discussions on participant progress and lack of progress, and helps to develop possible solutions to ensure best support for the participant's success.
- Promotes good community relations and utilizes community services and resources.
- Attends scheduled training programs for professional development that includes, at a minimum, trainings required by BOSS and by regulatory and accrediting bodies.
- Assumes on-call responsibility, as assigned.
- Performs other duties as assigned.

Outreach and Relationship Management

- Outreach to community, business owners, realtors, landlords, housing developers and other service providers to identify new and existing opportunities and build strong relationships to better assist participants in accessing resources, employment, supportive services, and housing opportunities.
- Respond to community requests for street outreach intervention.
- Mediate disputes between homeless persons and neighborhood residents.
- Attend collaborative meetings.
- Network with other agencies, coalitions, and local community meetings.
- Actively participate in staff meetings and trainings.
- Other duties as assigned

QUALIFICATIONS

EDUCATION AND EXPERIENCE

- Master's degree in social work, psychology, counseling, or a related field.
- Current and valid license to practice as an LCSW, MFT, or licensed psychologist in the state of California..
- Two years in related experience with case management services, housing, homeless and mentally ill populations.
- Highly motivated self-starter and ability to coordinate multiple projects/tasks simultaneously in a high-pressure environment.
- Ability to work with diverse communities and exercise mature judgment.
- Knowledge of community and social service resources in Alameda County
- Excellent interpersonal and communication skills, both written and verbal
- Computer skills with proficiency in Microsoft Office. HMIS training a plus.
- Knowledge and understanding of data collection and interpretation
- Sensitivity to the needs & issues of homeless persons, persons living with trauma, persons with disabilities (mental illness, alcohol and other drug problems, etc.)
- Tolerance of stressful situations and the ability to deal with stress constructively

- Demonstrated experience in coordinating community services and securing referral services for community members
- Working knowledge skills in social work terminology and reporting processes.
- A staff team member with interpersonal skills to effectively work with people in a multi-cultural living community.
- Good communication skills (both verbal and written).
- Good general office skills and computer skills.
- Valid driver's license and a good safe driving record required.
- Demonstrated experience in group dynamics, human growth, health & wellness, and grief counseling helpful.

PREFERRED SKILLS

- Familiarity with Alameda County community resources
- Understanding of, and commitment to, the use of harm reduction strategies in the provision of services
- Understanding of, and commitment to, the use of evidence-based practices, including housing-first, trauma-informed care and critical time intervention
- Commitment to active client involvement in program development and the design and delivery of supportive services
- Creative, dynamic, flexible and resourceful personality with the ability to infuse staff and participants/residents with enthusiasm
- Sensitivity to the needs & issues of homeless persons, persons living with trauma, persons with disabilities, (mental illness, alcohol and other drug problems, etc.)
- Tolerance of stressful situations and the ability to deal with stress constructively

Other expectations:

- Access to a reliable vehicle, insurance, current CA driver's license & good driving record.
- Certification in CPR/First Aid.
- CPR/first aid training

LANGUAGE SKILLS:

Ability to read and comprehend instructions, short correspondence, memos, business correspondence and all other mental health related documents. Ability to write clear, concise and accurate correspondence. Effective oral and written communication skills.

MATHEMATICAL SKILLS:

College level mathematical skills required.

REASONING ABILITY:

Ability to solve complex problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, or diagram form. Demonstrated skill with problem solving techniques.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by staff member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee is regularly required to sit, stand, move up and down stairways, talk and hear, drive to and from community appointments. The employee must regularly lift and/or move up to ten pounds. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise and/or level of distractions in the work environment are usually moderate

MENTAL DEMANDS:

This position requires the individual to work with minimal supervision. Guidance is available as necessary, however, the individual is expected to be able to function autonomously and make individual decisions when appropriate. Position does require ability to interact with a variety of individuals and the ability to meet deadlines and time pressure based on the volume of work.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise and/or level of distractions in the work environment are usually moderate.

CONCLUSION:

I invite you to be part of a vibrant and talented team that is committed to promoting health and self-sufficiency, fighting for equity, and celebrating diversity and inclusion!

BOSS is committed to the principle of equal opportunity in education and employment. BOSS does not discriminate on the basis of sex, race, color, creed, national origin, age, religion, sexual orientation, gender identity, gender expression, veteran status, or disability in admission to, access to, treatment in, or employment in its programs and activities.

Black, Indigenous, People of Color, and individuals with lived experience are highly encouraged to apply!

Send resume and cover letter to:

hrjobs@self-sufficiency.org