



**JOB DESCRIPTION: Clinical Director
RECLAIM**

Salary range: \$80,000 to \$90,000.

Mission Statement

RECLAIM works to increase access to mental health support so that queer and trans youth may reclaim their lives from oppression in all its forms. RECLAIM partners with youth ages 13 – 25 who are marginalized because of their gender identity, gender expression and/or sexual orientation. In addition to providing excellent care for youth, our vision is to change the landscape of access to care for queer and trans youth. We do this through deep practitioner development, training, education and outreach, and community partnerships at the intersection of gender and racial justice. We currently serve about 60% youth of color and 90% transgender youth, the majority from the Twin Cities metro area. Now in our 10th year, RECLAIM is growing in response to the need in the communities we serve.

The Clinical Director is responsible for the management of the clinical services programs and serves on the leadership team of RECLAIM.

Note that due to the current pandemic, we expect the work of the clinical director to be remote, but with the hope that when health and other circumstances allow, will be conducted in person.

A successful candidate will have the following minimum qualifications:

- Master's Degree in Clinical Social Work, Psychology, Counseling or related field
- Valid Minnesota clinical license with approved supervisor certification (if applicable)
- Five+ years of administrative supervisory experience, including competence with a clinical supervisory model or approach that can be replicated by clinicians with their direct reports
- Five+ years practicing with independent license
- Five+ years of clinical experience providing trauma informed care, including knowledge of trauma-based therapies and competency in at least one trauma therapy
- Experience and knowledge of direct behavioral health services, including assessment, treatment, and consultation
- Experience in clinical settings like RECLAIM
- Knowledge of diverse modalities of counseling and diagnostic principles
- Knowledge of, and ability to, apply counseling and diagnostic theories and techniques to a full range of diverse client populations as well as co-occurring disorders
- Competency with LGBTQ, BIPOC folks, and adolescent/ emerging adult experience, ASD, high needs/ crisis clients, substance use, Systemic family therapy and Narrative therapy
- Program development, evaluation and performance management experience
- Belief in a strengths-based approach to human services
- Passion for mission and philosophy of RECLAIM
- Ability to build strong teams to meet performance goals
- Excellent oral and written communication skills
- Proficiency in Microsoft Office (Word, Excel, Outlook, PowerPoint) and data management environments
- Experience supporting people around sexual orientation and gender identity as it intersects with other aspects of identity

- Experience and/or training in working from a post-modern perspective, and in multicultural and competency-based modalities
- A clear commitment to actively work for healing justice &/or social and racial justice
- Demonstrates an understanding of resources and support systems
- Understanding of billing process and other components integral to reimbursement
- Understanding or experience of delivering grant-based programs. Providing clinical oversight to grant based programs

RECLAIM encourages applications from QTBIPOC candidates with a demonstrated healing justice lens.

Essential Duties and Responsibilities:

PROGRAM MANAGEMENT

- Provide management for daily operations of the clinical department
- Monitor compliance of policies and procedures to ensure quality services for clients and accountability for staff
- Evaluate the clinical program to ensure that client needs, agency standards and funding requirements are met
- Evaluate and improve the policies and systems of documentation, client files, and statistics, including ensuring adequate staff training
- Provide oversight and support of the EHR system, ensuring client tracking and outcome data
- Use outcome data to manage staff and program performance
- Monitor trends and make informed decisions regarding service provisions
- Collaborate with administrative staff in fundraising and grant writing, including participation in occasional house parties and our annual gala event, and producing regular reports with both qualitative and quantitative information to share with donors and funders about the impact of RECLAIM's work on the lives of our youth
- Prioritize the use of best and evidence-based practices, including researching programming trends and current practices being used in other jurisdictions

SUPERVISION AND SUPPORT

- Manage all members of clinical staff, including hiring and evaluating job performance
- Manage concerns relating to coverage, productivity, customer service skills, and workload expectations
- Provide administrative support, supervision, and consultation to support and broaden staff skill levels
- Provide weekly individual clinical consultation and support to Clinical Supervisors and support as needed to licensed, non-licensed clinicians and clinical interns
- Oversees on-going staff development
- Provide support to clinicians dealing with patient crisis and trauma

PLANNING AND COORDINATION

- Participate on RECLAIM's leadership team
- Conduct regular clinical team meetings
- Work closely with clinical supervisors to coordinate services for clients
- Maintain a working relationship with outside organizations
- Coordinate meetings with relevant outside provider programs
- Regular meetings with the Executive Director and other organizational leadership
- Coordinate and provide community presentations and trainings

CLIENT SERVICES - when needed to support clinical team for coverage of care:

- Provide individual and group counseling according to individualized treatment plans and in accordance with professional standards
- Make treatment and social service referrals to appropriate agencies that support client goals
- Ensure that accurate records and documents are created and submitted in a timely manner
- Maintain current knowledge of assessment and treatment techniques, criminal justice systems, and community resources using in-service training, seminars, workshops, and publications

To apply: Position will remain open until filled. Send cover letter and resume to Melissa Martinez-Sones at interimED@reclaim.care.

RECLAIM encourages applications from candidates who reflect the communities we serve – Black, Indigenous, People of Color, Queer and Trans individuals. We are an equal opportunity employer. It is our policy not to discriminate on the basis of race, color, national origin, religion, creed, sex, marital status, familial status, sexual orientation, age, disability, status with regard to public assistance, and membership or activity in a local human rights organization.