The Delores Barr Weaver Policy Center engages communities, organizations and individuals through quality research, community organizing, advocacy, training and model programming to advance the rights of girls and young women, especially those in the justice system.

Purpose of the Position
The Director of Clinical Services provides clinical leadership, consultation, support and carries a clinical care load as needed. This is a manageral position that is responsible for developing and directing a team of clinical and care management staff to provide quality care to girls and their families. The director of clinical services is responsible for reviewing all care loads and care files, supports the team and ensures the team is offered training, and continuing education to meet all compliance needs of girl-centered principles and grant requirements.

The director of clinical services will work closely with the Director of Model Programs to ensure the organization meets federal, state, and local requirements set by grants and other funding streams; and keep the Policy Center informed regarding accreditation policy and procedures. The director will oversee auditing of clinical services and clinical record reviews to establish uniformity, precision, and quality recordkeeping.

The Director of Clinical Services ensures staff provide services based on the guiding principles of girl-centered practice and align with the mission, vision and values of the Policy Center. Individual must be culturally competent and respond respectfully and effectively to people of all cultures, languages, classes, races, ethnic backgrounds, religions, and other diversity factors in a manner that recognizes, affirms, and values the worth of the girl and her family.

Responsibilities
The Director of Clinical Services reports to the Senior Vice President and is responsible for providing:

- Girl-responsive therapeutic supervision
- Girl-centered therapeutic services
- Quality assurance of all care files and policies and procedures
- Crisis intervention support for staff, girls and their families
- Provide supervision to a clinical and care management team
- Provide mental health counseling and support to individuals, families and groups
- Review all referrals from individuals, families and agencies with the intake team
- Develop and implement all needed policies and procedures to ensure all services and documentation are aligned with the mission and values of the Policy Center
- Supervise and facilitate psychoeducational group counseling for girls and parents/caregivers as needed
- Maintain strict confidentiality guidelines regarding all clients, conversations and referrals
- Continuously review the needs of girls, families, community partners and community to ensure that programs address identified needs
- Work closely with the research team to provide ongoing support and reflection
- Research community resources and support systems available to referral girls and their families as needed
- Collaborate with community agencies
• Create and maintain current and accurate records of the numbers of clients served aligned with data collection needs of the project/evaluation
• Create and maintain notes about community contacts, presentations and workshops
• Maintain a resource library of information about related topics
• Perform other related duties as required

**Required Knowledge, Skills and Abilities**

• knowledge of girl-centered work and research
• expertise working with underserved female populations and families
• knowledge of navigating the juvenile justice and child welfare systems
• understand the causes and symptoms of mental health issues
• conduct needs and risk assessment for girls
• understand the specialized needs of victims of human trafficking
• family dynamics
• the impact of trauma
• group dynamics and group work
• an understanding of crisis management
• individual, group and crisis counseling methods
• grant management
• implementing new programs and services
• emergency response skills
• analytical and problem solving skills
• demonstrate good decision making in dealing with safety issues
• conflict resolution skills
• effective counseling skills
• effective verbal and listening communications skills
• computer skills
• effective written communications skills including the ability to write reports and develop policies
• stress management skills
• time management skills
• be able to manage her/his own case files on an independent basis
• be able to work cooperatively as a part of a team
• strong interpersonal, communication, facilitation and presentation skills

**Personal Attributes**
The individual must maintain strict confidentiality in performing the duties of a clinical supervisor. The Director must also demonstrate the following personal attributes:

• understand the unique needs of girls and their families
• be honest and trustworthy
• be respectful
• possess cultural awareness and sensitivity
• be flexible
• demonstrate sound work ethics
• maintain professional standards of conduct
• attention to detail
• comfortable with multi-tasking

**Required Qualifications and Experience**

• A Licensed Clinical Master Social Work (Florida license)
• Minimum 5 years supervisory and progressive leadership experience in a nonprofit organization
• Demonstrated ability to establish and maintain effective relationships and partnerships with key stakeholders
• Demonstrated experience in leading and managing complex projects that are strategic in nature and national in scope
• Demonstrated ability to execute projects on time and on budget based on project and grant requirements

Note: The director of clinical services position requires flexibility of scheduling, which may include availability in the evenings and travel to other communities and counties, but they are generally located at the main office working daytime shifts. This position requires the use of a cell phone. A monthly allowance to underwrite personal cell phone expense is included.

Position Type
Full-time

To Apply
To be considered for this position please email your resume and a cover letter to careers@seethegirl.org and include Director of Clinical Services in the subject line or fax to 904.598.0902.