



Southern Arizona's Premier Social Service Agency

Old Pueblo Community Services is an EOE/M/F/VET/DISABILITY Employer

Clinical Supervisor

Supportive Housing and Veteran Communities

The Clinical Supervisor will provide clinical oversight for services provided in permanent supportive housing and veteran programs at OPCS. This will include supervision of staff and interns providing therapeutic services, supervision of staff that are providing training support, and overseeing the quality of services provided by direct reports and all other staff working within assigned programs. This position will require flexibility to be able to adapt to the needs of programs and staff daily.

Employee Benefits

Competitive Salary, Employer Subsidized Health Insurance for Employee **and Family**, Employer Matching 401 (k) plan (after 1 year), Employer Subsidized Dental Plan and Vision Plan, Paid life insurance, Employer Paid Training, 160 Hours Paid Time Off (PTO) Per Year

Selected by the Tucson Metro Chamber of Commerce as the best non-profit for Workforce Development in 2019, and Outstanding Non-profit in 2014.

Clinical Supervisor Duties and Responsibilities:

1. Responsible for the clinical oversight of assigned OPCS programs and staff.
2. Facilitate weekly staffing's in conjunction to Program Managers to ensure appropriate case coordination.
3. Ensure appropriate coverage of assigned programs and services.
4. Directly monitor program delivery through scheduled observations of services- to include direct reports and all other staff working within assigned programs.
5. Supervises level and intensity of services identified in client's recovery plan and ensure that clients are receiving appropriate and effective services/interventions based on level of need.
6. Provide in-service training to staff.
7. Ensure assigned staff meet required competencies in all aspects of their job duties.
8. Provide effective coaching, and supervision to staff. Includes facilitation of group supervision monthly, weekly supervision individually for all assigned staff, and individual supervision as needed for staff that are not direct reports.
9. Assist Clinical Director in budget management.
10. Participate in the hiring process for prospective employees.
11. Assist Clinical Director in grant implementation & delivery of services.
12. Complete performance evaluations for assigned staff per agency guidelines.
13. Review and sign off on staff paperwork completed by licensed and non-licensed staff –, recovery plans, progress notes, suicide assessments, etc.
14. Audit client charts weekly and ensure appropriate and prompt actions are taken to resolve any chart deficiencies.
15. Work closely with Program Managers to ensure staff receive appropriate training and support as related to service delivery.
16. Direct and oversee the training of staff on the completion of behavioral health assessments and recovery planning.
17. Assist with the development, implementation, and compliance of policies and procedures that ensure the health, safety, and welfare of clients served.
18. Development and implementation of treatment protocols.
19. Ensure all incidents are handled appropriately by monitoring and completing incident reports, as well as provide supervision to staff following incidents.

Job Status
Full Time (Exempt)

Pay Range
\$55,557 - \$68,411

Pay Comments
Salary based on experience.

We are willing to train those who are passionate about helping people and willing to go the extra mile to help the client.

Mail Resume/Application to:

Ms. Jeanie Pike
HR Director
Old Pueblo Community
Services
4501 E. 5th St.
Tucson, AZ 85711

Email Resume/Application to:
hr@helptucson.org



Employment References, drug screen and background check is conducted pre-employment.

20. Attend community coordination meetings with community collaborators, such as the Federal Grants and contracts, to ensure effective coordination of services.
21. Other duties as assigned.

Clinical Supervisor Qualifications:

Master's Degree in Counseling. Licensed by the Arizona Board of Behavioral Health Examiners. Management Experience in Behavioral Health. Outstanding written and oral communication skills. Highly organized, creative, entrepreneurial, flexible and able to manage multiple tasks concurrently. Exceptional interpersonal skills; ability to be a leader and a team player. Strong computer skills. Possess and maintain valid CPR/First Aid Certification. Reliable transportation with valid driver's license and current insurance. Ability and willingness to work flexible schedules