



Southern Arizona's Premier Social Service Agency

Old Pueblo Community Services is an Equal Opportunity Employer

Clinical Manager

AZ Dept of Correction Residential, Re-Entry

The Clinical Manager will oversee IOP treatment services provided in 90-day transitional housing programs at OPCS. This will include clinical supervision of staff and services provided within these programs. This position will require flexibility to be able to adapt to the needs of programs and staff on a daily basis.

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.

Duties and Responsibilities:

1. Responsible for the oversight of assigned OPCS programs and staff.
2. Facilitate weekly staffing's to ensure appropriate case coordination.
3. Ensure appropriate coverage of all programs and properties.
4. Directly monitor program delivery through scheduled observations of services.
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, and weekly supervision individually for all assigned staff.
9. Assist Clinical Director in budget management.
10. Interview and hire 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 and ensure appropriate and prompt actions are taken to resolve any chart deficiencies.
15. Assist with the development, implementation, and compliance of policies and procedures that ensure the health, safety, and welfare of clients served.
16. Development and Implementation of treatment protocols.
17. Ensure all incidents are handled appropriately by monitoring and completing incident reports, as well as provide supervision to staff following incidents.
18. Responsible for the completion of monthly and quarterly deliverables related to assigned programs and services.
19. Attend community coordination meetings with community collaborators, such as the Federal Grants and contracts, to ensure effective coordination of services.
20. Other duties as assigned.

Qualifications:

Master's degree in counseling, Social Work, or Substance use. Must be 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

Job Status
Full Time

Pay Rate
\$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
2323 S. Park Ave. Tucson, AZ
85713

Email Resume/Application to:
hr@helptucson.org



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

concurrently. Exceptional interpersonal skill; ability to be a leader and a team player. Strong computer skills. Possess and maintain a valid CPR/First Aid Certification. Reliable transportation with valid driver's license and current insurance. Ability and willingness to work flexible schedules.