

Job Title	Clinical Supervisor –Fort Bend Area
Employer/ Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Job Description	<p>Catholic Charities is seeking a Clinical Supervisor to provide clinical oversight of the therapeutic services to youth residing in the St. Jerome Emiliani Homes for Children Program.</p> <p>PRINCIPAL DUTIES:</p> <ul style="list-style-type: none"> • Clinical Supervision – Provide clinical supervision and support to assigned clinical staff and interns/students/volunteers; ensure compliance with ethical practices and promote professional growth. Responsible for the performance planning and evaluations of assigned staff and interns/students. • Clinical Services – Provide direct client services; intake, screening, assessment, diagnosis and service planning; offering referrals as needed; individual, family and group counseling; providing presentations and workshops. Meet or exceed productivity and outcomes targets as outlined in the Performance Indicator Report. Manage critical case issues with the assistance of Program Director to ensure the safety and well-being of clients. • Professional Development – Maintain professional licensure requirements for service provision and supervision. Participating in staff meetings, case staffing’s, consultations, and agency staff development trainings. Contributing to agency staff training opportunities as judged necessary to maintain best practice standards by staff and as requested by Program Director. Meeting with Program Director regularly for supervision. Responsible for developing, tracking, and moving forward the professional development plan of program clinicians. • Administrative – Work collaboratively with the Program Director to complete administrative assignments including maintenance of internal quality and compliance activities. • Documentation – Complete paperwork within required time frames including, assessments, service plans, efforts, quarterlies, and closing summaries. Also, maintaining records in accordance with regulatory/agency standards. Clear, accurate, and timely entry of data and documentation needed for the tracking of output/outcome measures. May be asked to assist in record review or qualitative review processes. Also will document supervision meetings with staff, interns/students/volunteers and ensure that supervisees’ documentation

meets all standards.

- Networking Opportunities – Participate in interagency and community networking and program promotion opportunities. Contributing to the development of strong interagency partnerships by serving clients referred by fellow agency programs and regularly communicating with client case managers and other staff to provide effective treatment.
- Other – Perform other duties as required such as participating in staff retreats, United Way tours, agency fairs and speaking engagements, assisting with special organizational projects/events, etc.

Qualifications

MINIMUM EDUCATION:

Master’s degree in mental health field, (Social Work, Counseling, Marriage & Family Therapy). Licensed to practice clinical services by the State of Texas (LCSW, LPC, LMFT). Designated an approved supervisor by the professional’s respective state licensing board or having expressed interest in securing this approval within a designated timeframe. Professional license(s) must be active and in good standing.

MINIMUM SKILLS AND EXPERIENCE:

- A license in the state of Texas to practice counseling/psychotherapy, e.g., LCSW, LMFT, LPC.
- At least 5 years’ experience providing direct counseling services to individuals, families, children, and groups.
- Two or more years’ experience providing supervision.
- Demonstrated knowledge of counseling theories and skills, with the ability and willingness to supervise staff with differing theoretical orientations.
- Demonstrated knowledge and practice of professional ethics.
- Experience treating youth with severe trauma, including grief and loss; preferably familiar with needs of refugee youth or other vulnerable youth populations.
- Public speaking ability, including the ability to provide presentations and workshops to large audiences.
- Ability to gather, track, and report large quantities of data; must be well organized and know how to handle confidential information
- Interacts with peers, supervisors, and administrators in a respectful and professional manner.
- Strong verbal and written communication skills.

	<ul style="list-style-type: none"> • Ability to work well within a team and provide services with an integrated approach. • Approaches challenges with a solution-focused approach and maintains a positive attitude. • Bilingual English/Spanish (Preferred)
Salary/Hours	TBD
Employer/Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Address	2900 Louisiana
City, State, Zip	Houston, TX 77006
Contact Person	Guadalupe Bravo-Perez
Contact Title	Human Resources Generalist
Telephone Number	713-874-6623
Fax Number	713-526-1546
Email Address	gbravoperez@catholiccharities.org
Application Method	www.catholiccharities.org
Opening Date	8/21/2015

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