

Western Montana Mental Health Center – Gallatin
699 Farmhouse Lane
Bozeman, MT 59715
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Position: Outpatient Services and Hope House Clinical Program Manager

Close Date: Open Until Filled

Hours: Full-time (40 hours/week)

Job Summary: Responsible for supervising the clinical work performed in WMMHC-Bozeman Outpatient department and Hope House crisis stabilization services.

The candidate reports to Service Line Director – Crisis Services. The clinical supervisor also acts as the clinical liaison for the Hope House and Outpatient services in community.

The candidate will provide day-to-day clinical, physical and fiscal supervision, management and leadership related to crisis management at Hope House and Outpatient Services on our Bozeman campus. The successful candidate will assure quality and integrity of clinical work at WMMHC- Gallatin County by providing intensive orientation, ongoing training, and ongoing supervision of clinicians, including weekly staff meetings/case presentations, individual supervision as needed, file reviews and feedback, and audit of group and individual sessions. Candidate will provide continuing program development and modification of program design to incorporate best clinical practices and most current clinical research. The candidate also supports the center's successful completion of annual site visits and program evaluations by the State of Montana.

Duties and Responsibilities: The outpatient clinical supervisor is responsible for monitoring and developing clinical initiatives for Crisis Services and Out Patient Services; this includes Hope House (crisis stabilization facility), outpatient therapy, jail diversion, Drop In Center and outpatient interns. Duties include: supervising the daily clinical operation of the crisis and outpatient departments to assure effective and timely services are provided at all times; ensuring all program record keeping is completed and stored in a professional and timely manner and in accordance with program and state requirements; providing weekly clinical supervision for of all license eligible clinicians; identifying, coordinating, and/or providing direct care to adults and continued program development. Other duties include conducting diagnostic/placement assessments; providing individual counseling services, client lectures, and case management services, in accordance with best clinical practices, laws, and administrative rules as needed.

Knowledge: Clinical knowledge of adult, family and general systems theory, principles and techniques. Understanding of effective treatment approaches for clients in and out of crisis. Knowledge of psychosocial development and the dynamics of human behavior and social relationships.

Competencies:

- Must be able to provide clinical supervision in the State of Montana.
- Ability to effectively provide direction, training, and clinical supervision to program staff.
- Receive and implement direction, training, and supervision.
- Utilize and effectively apply required technical knowledge.
- Ability to maintain professional relationships with consumers, co-workers, colleagues, community members, and the general public.
- Knowledge and understanding of each programs administrative rules.
- Ability to communicate effectively verbally and in writing.
- Commitment to the mission of WMMHC.
- Observance of the employee Code of Ethics, Policies, Procedures and Values set forth by WMMHC

Education and Experience: Must be a professional who is a licensed LCSW or LCPC in Montana with a minimum of three years' experience or who has successfully completed supervisory training. Must also have certification as a Mental Health Professional Person (MHPP) in the State of Montana. Ability to provide direct clinical supervision to licensed and in-training staff, and program management.