



Clinical Director

Greenville, SC

About us: A Child's Haven (ACH) is a 501(c)(3) nonprofit organization who operates a Therapeutic Child Care Center (TCC.) TCC is a child-focused, family-centered intervention which targets the relationship between the child and the parent (or primary care giver.) Grounded in attachment theory, services are relationship-based, developmentally appropriate, and trauma informed. Young children receive individual & group therapy, caregivers receive parent education and family therapy, to include home visitation. We're dedicated to transforming the lives of young children who have experienced developmental delays or behavioral challenges. Many are victims of poverty, child abuse or domestic violence.

POSITION SUMMARY:

The Clinical Director provides clinical guidance, support and implementation for Rehabilitative Behavioral Health Services delivered to families by Licensed Family Support Counselors (FSC) and Therapeutic Treatment Providers (TP). This position is responsible for overseeing and developing an organization's clinical department through tasks such as hiring, evaluating, scheduling, and supervision. The individual must be qualified to provide strategies to allow for continued growth and provide clinical training to staff as well as being flexible to course correct strategies and ensure quality programming. The Clinical Director monitors budgets for grant funding and service programs by developing and planning strategies to manage program growth and ensure sustainability.

ESSENTIAL JOB FUNCTIONS:

- Supervise and oversee all aspects of the clinical department following the agency mission demonstrated by setting departmental goals & objectives
- Evaluate existing contract compliance, monitoring & reporting to ensure all goals are being met
- Hiring, supervision, evaluation, scheduling, promotion, corrective action of paid and volunteer personnel (interns) within the department
- Provides Clinical Training and Supervision (individual/group and Reflective) to direct reports and oversees supervision to all direct service providers
- Administers required Clinical training to clinical staff during onboarding of new staff, monthly, annually and as needed
- Responsible for Medicaid training for program staff and participation in new hire orientation
- Develops, implements and tracks a consistent schedule for providing supervision for all direct service staff and Treatment Room Supervisors.
- Collaborates with social services community of Greenville County, (United Way, First Steps, DDSN, Mental Health, School District, Pediatric Clinics, Greenville Area Hospital Systems) to provide increased clinical options for client families
- Regularly review and recommend changes in program services to meet client needs with

particular emphasis on services for the underserved with young children (under age 5) with developmental delays

- Ensure contract compliance
- Recruitment of clinical interns, conduct outreach and maintain working relationships with referring agencies, graduate schools and other community partners
- Provides budget information for Clinical and Family Support Department expenses; plans annual schedule for required conferences and trainings for Family Support Dept. while executing and controlling expenses according to budget planning
- Assists in facilitating monthly community collaboration meetings and represents the agency at public functions; provides presentations for community outreach as needed
- Provides leadership in the use of procedures for an emergency and individual child crisis
- Actively collaborates with the Program Leadership Team to develop and execute program action plans
- Handles special projects and other duties as requested
- Some travel for meetings and training that could be overnight and flexibility to work outside of normal schedule

CRITICAL KNOWLEDGE, SKILLS & ABILITIES:

- Must meet all requirements of Medicaid for a Rehabilitative Behavioral Health Services program
- Strong organizational and time-management skills
- Proficiency in Microsoft Word, Excel, Outlook and internet-based programs
- This position must have a positive and supportive attitude toward the center and its overall success

TECHNOLOGY/COMPUTER SKILLS:

- Experience working in various computer databases
- Experience managing Electronic Medical Systems
- Computer Skills – Microsoft office and ability to learn other programs

LANGUAGE REQUIREMENT:

- Bilingual English and Spanish is desired, but not required

MINIMUM JOB QUALIFICATIONS:

- Must have current South Carolina License in - LPC, LPC-S LMFT, or LISW-CP
- Credentialed in Trauma-Focused Cognitive Behavior Therapy (TF-CBT) or Parent-Child Interactive Therapy (PCIT)
- Three to five years of progressively responsible program management experience & staff supervision, including expertise transforming clinical staff into a highly functioning team
- Proven experience understanding & demonstrated ability to generate revenues for clinical services
- Experienced delivering Rehabilitative Behavioral Health Services/ SC DHHS Medicaid policy
- Program development, evaluation, solid organizational skills
- Good Interpersonal skills, ability to relate well with persons from a variety of

- socioeconomic and cultural groups
- Proficiency in computer skills
- Reliable transportation, valid SC Driver's License with a clear driving record
- Maintain a valid driver's license and be able to provide proof of insurability
- Employment contingent upon clear fingerprint and criminal history record
- Mission focused/Outcome Oriented

DESIRED QUALIFICATIONS:

- Infant-Early Childhood Mental Health Endorsed
- Experience using data to drive decisions and/or to tell story of our impact

BENEFITS:

A Child's Haven offers all full-time employees medical, dental, vision, short/long term disability, and life insurance as well as a 401k retirement plan. Employees are eligible for these benefits the first of the month following 30 days of employment. A generous paid time off (PTO) and holiday package are available.

CITIZENSHIP REQUIREMENTS:

Must be authorized to work in the United States. No sponsorship provided.

Reports to: Senior Director of Program & Strategy

Employment Status: Exempt

Salary range: \$58,000 to \$61,000 annually

A Child's Haven provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, pregnancy, childbirth, or related medical conditions, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Please complete our employment application which is located at our website www.achildshaven.org. Please submit the application along with a resume to hr@achildshaven.org. List the position in the subject line. An application must be completed entirely. Please do not put "see resume" in the work history, otherwise, the application is incomplete and cannot be considered.