



Child Parent Institute is a parent education and children's mental health agency, serving families throughout Sonoma County since 1978. Our continuum of care includes child therapy, family resource assistance, parent education, therapeutic and recreational creative arts programming, and a non-public school (New Directions) providing adolescent special education/mental health services. We advocate for policies that support families and protect children. Our mission is to end child abuse and strengthen the health of children, parents, and families.

The agency principles that drive our work include commitments to: impact adverse childhood experiences (ACEs), strengthen families using five protective factors, embrace diversity using a strengths-based approach, value proven practices, and collaborate in the community.

For more information about Child Parent Institute programs and openings, please visit www.calparents.org.

Clinical Manager

The Clinical Manager is responsible for the overall quality and effectiveness of the counseling services provided at the assigned site(s). The Clinical Manager has oversight for professional services provided by the clinicians and is directly responsible for recruitment, supervision and training of staff including interns and trainees. This position reports directly to the Behavioral Health Services Director and works as a team with the other clinical staff.

Essential Functions:

Leadership Responsibilities:

- Develops and implements annual and future program plan(s), program budget(s), program metrics, assessment(s) and evaluation(s) that are related to client services.
- Supervises/manages the direct client contact of staff, interns, volunteers, and/or subcontractors/consultants.
- Responsible for identifying short and long-term areas of concern within entire organization as well as tactics for resolution.
- Responsible to the Center's clients. In collaboration with the Behavioral Health Services Director, is accountable for ensuring mental health programs are achieving appropriate outcomes for children, families, and community, as well as reaching target populations.
- Stays informed about issues regarding mental health, parent/child attachment and family dynamics which affect at-risk families and represents those needs at staff meetings.
- Responsible for providing clinical oversight to the mental health programming at assigned site(s)
- Helps develop and review any new program development/ grant proposals.
- Responsible for reviewing and updating client service-related policies and procedures to ensure organizational goals and mission are met.
- In conjunction with the Executive Director and Behavioral Health Services Director, strengthen, enhance, and develop new programs as needed in response to needs presented by children, families and gaps in services available in the community.
- Works with all staff to ensure coordination of and communication between all organizational services and programs.



Clinical Responsibilities:

- Oversees the management of services provided to all clients at assigned site(s), including intake, interview, screening, assessment, treatment plan, and assignment and referral to staff, interns, consulting clinical supervisors, contract therapist, and volunteers.
- Oversees the management and provision of services for all on-going CPI clients at assigned site(s). Ensures the review and evaluation of all case, process notes and tape-recorded sessions.
- Oversees the management of training and clinical supervision of clinical staff, interns, child advocates and volunteers, in conjunction with the Other Clinical Manager.
- Supervise/manage all contract therapists, clinical supervisors, and volunteers providing clinical services including assessment, evaluation, home visitation, and individual, couples, and group therapy.
- Provides clinical supervision to a specified number of interns.

Community Networking:

- Maintains visibility of CPI programs by networking with other community agencies or groups.
- Attends appropriate community meetings, as list of which shall be jointly developed with Behavioral Health Services Director

REQUIREMENTS & QUALIFICATIONS

- Mental health professional licensed in California.
- Min five (5) years experience providing direct therapeutic services preferred.
- Min three (3) years experience in providing clinical supervision preferred.
- Min one (1)+ years experience with management of mental health programs preferred.
- Experience working in 501(c)(3) organizations or other office with similar (\$5+ million) budget.
- Ability and demonstrated success supervising and collaborating with staff in a manner that is flexible and supportive yet ensures accountability.
- Demonstrated experience with diverse and high-risk populations.
- Skilled in working with a wide range of child and adult mental disorders including crisis management. Extensive experience working with child trauma.
- Multilingual/multicultural skills highly desirable.

Job Type: Full-time

Salary: \$60,000 to \$68,000/year