



Clinical Director

Job Description

Title: Clinical Director

Reports to: VP of Mental Health

Department: Mental Health

Location: Brooklyn, NY

Position Overview: Children of Promise, NYC (CPNYC) is seeking a skilled clinician, supervisor, and administrator with extensive youth and family therapy experience to act as our Director of Clinical Services at our new Adolescent Outpatient clinic. The Clinical Director is responsible for providing clinical leadership and policy direction for all outpatient treatment programs; maintain accepted standards of medical practice throughout the facility; and provide administrative and professional supervision of all staff. Additionally, the Clinical Director is responsible for ensuring oversight in the areas of: licensing regulations, legal and ethical regulations, clinical supervision, and quality assurance. The Clinical Director will manage the Adolescent Outpatient clinic but will also provide consultation to other agency programs where mental health services are provided. The Clinical Director will be responsible for agency representation, contract monitoring and billing requirements to ensure comprehensive service delivery.

Essential Functions

Specific Job Functions/Responsibilities:

- Provide oversight for the Outpatient Clinic and help ensure excellence in service delivery.
- Develop, update, and implement clinical procedures in accordance with OMH.
- Ensure billing is in compliance with OMH and Medicaid standards.
- Provide individual and group clinical supervision of mental health staff.
- Ensure that clinic meets all contractual goals and funding requirements.
- Assist staff and interns with urgent clinical situations and provide supervisory crisis coverage
- May provide individual, family therapy as needed
- Represent CPNYC at meetings with community partners

Qualifications:

- Registered Licensed Clinical Social Worker (LCSW-R) or Licensed Clinical Psychologist.
- A minimum of three (3) years of administrative management and clinical supervisory experience at an Adolescent Outpatient clinic.
- Strong knowledge of the Medicaid billing process.
- Credentialed with various insurance companies.
- Seminar in Field Instruction (SIFI)
- Extensive clinical experience working with youth, families, and substance abuse.
- Collaborative and team oriented.
- Demonstrates strong problem-solving, communication, and leadership skills.
- Excellent organizational skills, ability to manage multiple tasks and meticulous attention to detail.
- Computer literacy required (MS word, MS excel, MS PowerPoint and MS Project).
- Willing to travel to support clinical and foundation activities. (Approximately 10%).

Children of Promise, NYC is an Equal Opportunity/Affirmative Action Employer. All employment decisions are made without regard to race, color, age, gender, gender identity or expression, sexual orientation, marital status, pregnancy, religion, citizenship, national origin/ancestry, physical/mental disabilities, military status or any other basis prohibited by law. EOE, M/F/D/V

Disclaimer: *The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. These statements are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position.*