Position: Domestic and Sexual Violence Clinician, Team Lead I/II (MANAGEMENT)

Department: Sexual and Domestic Violence Services

Reports To: Senior Director of Domestic and Sexual Violence Services

Prepared: June 2020

Scope: Provide leadership and guidance to the YWCA counseling program. Expand and develop program needs based on theoretically evidence-based counseling/therapy and advocacy services to individuals and families experiencing domestic violence and/or sexual violence.

DUTIES:

Essential Functions: Other duties may be assigned when appropriate for the success of the initiative.

Leadership Duties:

- Provide oversight for the counseling Medicaid program to include, documentation compliance, training, billing, and other Medicaid entities.
- Provide leadership and guidance in the day-to-day operations of the clinical and internship program.
- Assist with hiring and orientation of new staff, interns, and volunteers.
- Attend scheduled leadership meetings and participates in regular supervision with the Senior Director of Domestic and Sexual Violence Services.
- Provide leadership and support in program meetings to include clinical, administrative, internship meetings, etc.
- Serve on (3-5) committees pertaining to domestic and sexual violence or other related mission driven initiatives. Provide leadership with building/maintaining collaborations or community partnerships.
- Be responsible for ensuring monthly/annual reporting needs are met for grant funders.
• Assist the Senior Director of Domestic and Sexual Violence Services with improving program procedures and processes.

• Represents the YWCA’s interest in community networks, collaborations, and partnerships that enhance services for survivors.

Clinician Duties:

• Uses theoretically evidence-based counseling/therapy methods to provide bio-psycho-social assessments, individual therapy and/or consultation to survivors of domestic and/or sexual violence, ages 14 and up. Maintain a caseload of (10-15) clients.

Provide psycho-education, support, interpersonal process, and other types of relevant groups to survivors of domestic and sexual violence.

• Complete regular client documentation and monthly reports regarding client cases and ensure collection of outcome related data is maintained accurately and in alignment with the schedule for reporting to funders.

• Participate with a multi-disciplinary team to effectively meet the needs of clients, when necessary. Attend weekly team meetings, trainings, supervision, and mandatory agency meetings.

• Provide crisis intervention during and after hours to include, Regional Hospital Accompaniment Response Team (RHART), walk-ins, caseload clients, etc.

Other Functions:
Perform other duties as assigned and needed for the effective and efficient operation of the organization.

This is a pay grade 6 position with a Team I or Team Lead II job level opportunity, determined by necessary qualifications

Supervision:
This position is required to provide supervision for (2-5) clinicians and (1-3) intern/practicum student(s) a year.

Qualifications:
To perform this job successfully, an individual must be able to perform each essential
duty satisfactorily. The requirements listed below are representative of the knowledge,
skill, and/or ability required. Reasonable accommodations may be made to enable
individuals with disabilities to perform the essential functions.

**Education:**

- Master’s Degree (required) in social work, psychology, or related counseling field.
- Knowledgeable and/or experience working in a trauma informed care model of
service provision.
- Certifications and/or completed trainings professionally related
- Licensed or eligible for licensure.
- Bilingual capacity preferred.

**Experience/Skills:**

- Have knowledge and understanding of Medicaid compliance to include
documentation, billing, credentialing, and other Medicaid entities.
- At least one year of experience supervising a human services program; this
includes researching best-practices, program evaluation, and supervising human
service program employees.
- At least one year of experience providing training to human service staff field, or
mandatory participation in sexual and domestic violence training opportunities.
- At least two years of direct practice clinical experience working with an at-
risk/disadvantaged population.
- History of work with sexual and/or domestic violence survivors, or completion of
state mandated training for working with sexual and/or domestic violence
survivors.
- Energetic with a strong display of leadership and problem-solving skills.
- Proven experience partnering and building collaborations with public and
nonprofit entities.
- Understanding of program evaluation methods and ability to guide outcome
measurements.
- Excellent oral and written communication skills.
- Proven ability to handle crisis situations with appropriate leadership and calm
demeanor.
- Ability to be flexible and work effectively individually and collaboratively.
- Successful completion of criminal background and credit checks.
Staff demonstrates their understanding of the critical role volunteers play in helping YWCA achieve our mission by providing volunteers the resources and training needed to be successful, offering meaningful experiences, treating them with respect, and clearly communicating needs and impact of their contribution to the work of the organization.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. The incumbent is expected to perform other duties necessary for the effective operation of the department.

Updated As Of: 01/03/2022