

## **MENTAL HEALTH CLINICIAN SUPERVISOR**

### **DEFINITION**

Under the direction of the assigned administrator, supervise, coordinate, and perform a variety of mental health services, including but not limited to assessment and evaluation, individual/group therapy, personal and crisis intervention, mental health emergency triage and response, case management, coordination and connection with college and community resources, faculty and staff consultations, and coordinate/develop workshops and outreach activities.

### **TYPICAL DUTIES**

Supervise, coordinate and perform a variety of mental health services; train, supervise, and evaluate assigned employees; participate in interviewing and selecting new employees; ensure accountability and adherence to applicable laws, regulations, policies and procedures; prepare, monitor and maintain budgets and expenditures for assigned functions and activities in accordance with District policies; administer disciplinary actions if necessary; provide risk assessments for individuals in crisis situations; complete research, data collection and analysis, and program evaluation; ensure the delivery of evidence-based practices in individual, group, suicide prevention and crisis intervention; help de-escalate and provide conflict resolution support for students in crisis or exhibiting mental health concerns; work collaboratively and in partnership with law enforcement to respond to potential student mental health and non-violent crisis incidents in a student centered and trauma-informed manner; complete student safety plans in collaboration with students and campus support systems and follow-up with student on utilization of safety plan; maintain documentation including session case notes, telephone consultations, and termination summaries; provide training on trauma informed care, conflict resolution, de-escalation, and mental health and wellness topics to college faculty and staff; supervise interns and practicum students; promote and advocate mental health and wellness services and resources available on campus for students; make referrals to mental health partners; participate in professional development opportunities; adhere to confidentiality policy; maintain cross-cultural awareness in the performance of all responsibilities; maintain good standing with the appropriate state licensing board (Board of Behavioral Sciences); perform related duties as assigned.

### **QUALIFICATIONS**

#### **EXPERIENCE**

One year of experience in a lead or supervisory position in any field. Three years of responsible experience in mental health services (the required lead/supervisory experience may also be used to meet this requirement).

One year of experience is equal to 12 months of experience at 40 hours per week. Applicable part-time experience will be converted to the full-time equivalent for purposes of meeting the experience requirement.

**EDUCATION**

Master's degree from an accredited institution in Psychology, Clinical Psychology, Counseling Psychology, Marriage and Family Therapy, or Social Work;

**AND**

Possess and maintain one of the following State of California current certificate/license to practice therapy: Licensed Clinical Social Worker (LCSW); Marriage, Family and Child Counseling (MFCC); Licensed Marriage and Family Counselor (LMFC); Licensed Professional Clinical Counselor (LPCC) or Licensed Marriage and Family Therapist (LMFT) or equivalent.

**KNOWLEDGE OF**

Equity-mined principles and practices of effective leadership, supervision and training; applicable federal, state and local laws and regulations, such as Education Code, Labor Code; applicable District policies, regulations, collective bargaining agreements, standard operating procedures and objectives of assigned programs; current industry practices; historically marginalized populations; basic understanding of law enforcement's scope of work; substance abuse treatment how to work with individuals with co-occurring disorders (i.e., mental health and substance abuse); knowledge of legal and ethical issues that relate to services in a mental health or health services operation, including confidentiality and privacy; foundational clinical skills and evidence based practices for a short term clinical model; mental health systems and resources; recordkeeping techniques in a complex business environment; modern office practices, procedures and equipment.

**ABILITY TO**

Perform the essential functions of the position; supervise and prioritize the work of assigned areas of responsibility; select, train and evaluate employees; accurately apply and explain laws, regulations and policies; identify, implement, and maintain sustainable systems, materials, equipment, and practices; understanding of or experience de-escalating high stress or disruptive situations; ability to operate in diverse environments, ranging from responding to classroom issues and other areas of the college campus; equity and trauma informed approach work with vulnerable populations such as historically marginalized (i.e. communities of color, lower socioeconomic, etc.), unhoused, substance use, and/or justice-involved or formerly incarcerated populations; establish effective working collaborations between individuals and groups representing different cultures, interest groups, and/or departments; risk assessment for individuals in crisis situations; complete research, data collection and analysis, and program evaluation; analyze situations appropriately, develop courses of action to resolve problems, and implement solutions; meet schedules and timelines; prepare clear, complete and concise reports; maintain accurate and organized records; communicate information and give instructions clearly, concisely and logically to others; prepare and deliver presentations; utilize current technology to effectively perform responsibilities; establish and maintain cooperative and effective working relationships with others; use interpersonal skills such as tact, patience and courtesy; work cooperatively with the public, students and employees; exercise initiative and sound judgment; work well in a group setting as well as independently with little direction or guidance; exercise discretion and confidentiality.

Collaborate and foster inclusion in a diverse organization.

Have sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of individuals.

**TYPICAL EQUIPMENT USE (May include, but not limited to)**

Current office technologies such as computers, printers, faxes, telephones, and copiers; other equipment common to the field to which the position is assigned.