TRINITY ALLIANCE OF THE CAPITAL REGION
JOB POSTING – OFFICE OF PREVENTION

CLINICAL SUPERVISOR
SALARY - $47,000 - $52,500 (NEGOTIABLE)

FUNCTION & SCOPE:
To work as part of an administration team providing clinical supervision and leadership to clinicians who provide in home individual and family counseling to prevent child abuse and neglect and PINS/JD in/or out of home placement and promote positive relationships for youth 0 - 18 and their families.

SPECIFIC DUTIES:

- Provides on-going supervision to assigned staff and writes and submits staff performance evaluations
- Supports staff in the development of formal assessments focusing on consumer strengths, goals and outcomes using a solution oriented/trauma informed approach
- Reviews and assess client treatment plans, including short- and long-term goals.
- Promotes the development of counseling skills and approaches through evaluations and assessments.
- Addresses legal and ethical issues
- Oversees the casework and professional issues of employees.
- Participates in treatment review and other service provider meetings
- Performs record-keeping and clinical responsibilities as noted by DCYF regulations and agency policies
- Ensures timely completion and submission of all materials to bring records into compliance with internal and external agency regulations
- Participates in staff development opportunities, in-service trainings and contribute to the program's continuous improvement
- Assures cultural sensitivity is understood and practiced throughout prevention programs
- Establishes and maintains professional relationships with consumers, service providers, funding sources and other staff
- Attends trainings and workshops as required for professional development or mandated by contract.
- Recommends new procedures and/or methodologies that would enhance the Prevention program and staff's ability to meet designated targets and goals
- Develops goals, objectives, and accountability systems with assistance from the Director of Prevention,
- Assists Director of Prevention in developing and administering various prevention resources, policies and procedures
- Participates in community groups addressing prevention services as well as other necessary family and children services
- Assesses on-going community needs and funding resources that would enhance and/or expand the prevention program.
- Assists with research for new programs and/or contracts compatible with Trinity Alliance of the Capital Region, prevention program’s long-term planning goals
- All other duties as assigned by the Program Director.
REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

❖ LMHC/LMSW/LCSW
❖ Be familiar with all governing and collaborative agencies, i.e. County of Albany, Department of Social Services, etc.
❖ Knowledge of and experience writing FASPS (Family Assessment Service Plans)
❖ Team worker and builder
❖ Flexible work hours to accommodate families and staff
❖ Three (3) years clinical supervisory experience
❖ Excellent computer skills, i.e. database management, Microsoft, Excel, etc
❖ Excellent communication skills

Forward Resumes, cover letter, salary requirement to:
Human Resources Office ~ 15 Trinity Place ~ Albany, NY 12202
Or E-mail to: HR@ta-cr.org