



The Northwest Catholic Counseling Center

Serving all regardless of faith or finances

JOB ANNOUNCEMENT – CLINICAL DIRECTOR

Follow your passion - and get paid to make a difference! The Northwest Catholic Counseling Center (NCC) is a completely independent, women-founded and led, family-friendly, warm and welcoming workplace. We are a nonprofit, community mental health center providing counseling and psycho-educational workshops to anyone, regardless of financial resources, faith, sexual orientation or identity, lived experience, or background. Rooted in social justice, NCC believes everyone has a right to quality health care. NCC is committed to this mission and making it visible in daily operations.

Title: CLINICAL DIRECTOR

Classification: Full-time, 40 hours/week; Exempt

Compensation: \$72,000-75,000 DOE; Generous benefits valued at \$21K (\$15K pre-tax) including paid vacation, sick, holidays; 403(b) retirement with employer contribution; 100% employer paid medical and dental coverage, and disability insurance; paid license; clinical supervision; mental health and education benefit.

Reports to: Executive Director

Location: Northeast Portland, Oregon

Closing Date: April 5, 2021; apply earlier for best consideration

Summary: The Northwest Catholic Counseling Center seeks a highly motivated, compassionate and collaborative therapist and manager to lead counseling programs and a staff of twelve therapists. The Clinical Director (CD) serves in senior leadership and contributes to setting the organization's strategic direction and clinical priorities. The CD also establishes and supports the professional, clinical, equity, and ethical values and standards to which all clinical staff are expected to adhere. The CD promotes quality and safety of care and fosters a culture of openness, inclusion, and continuous improvement.

Duties and responsibilities include but are not limited to:

Organizational Leadership

1. Participate in NCC's senior leadership team, representing clinical staff in organizational and strategic planning
2. Preserve and implement the Center's Mission, Vision and Values with Executive Director, Member Corporation and clinical staff
3. Lead investigation, outreach, partnerships and transitions needed in evolving health care reform, teletherapy, and culturally responsive therapy

Assurance of Quality Clinical Care

1. Ensure quality clinical services and maintain professional atmosphere
2. Model and ensure that clinical care is trauma-informed and anti-oppressive
3. Oversee Quality Assurance Committee
4. Oversee maintenance of clinical records and HIPAA compliance

A State Certified Counseling Agency

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5. Oversee application process for new and/or existing insurance panels
6. Ensure emergency clinical coverage
7. Oversee and coordinate client intake and referral process
8. Interview, select, train and supervise clinical staff and interns
9. Facilitate yearly performance evaluation and goal-setting process for clinician

Counseling

1. Maintain 8-10 hours of direct counseling per week
2. Adhere to professional practices for Mental Health Professionals as detailed in Center's Employee Handbook

Skills and Abilities:

1. Expert knowledge in clinical decision-making
2. Actively able to support and incorporate mission and core values into daily activities
3. Commitment to the social justice values of the Catholic Church
4. Demonstrated commitment to trauma-informed, intercultural competent and responsive mental health care
5. Excellent verbal and written communication skills
6. Demonstrated ability to work both independently and in cooperation with others
7. Demonstrated ability to lead and supervise staff
8. Demonstrated competency in service excellence
9. Demonstrated commitment to open, collaborative, team-oriented, constructive work environment and interpersonal relationships
10. Ability to manage time and meet deadlines
11. Ability to keep accurate and appropriate records/documentation
12. Ability to sit, stand, bend, lift, talk, hear and perform other work with low physical requirements
13. Demonstrated ability of basic computer use including Microsoft Word and Excel

Training and Qualifications:

1. Valid Oregon mental health license
2. Minimum of six years mental health licensure
3. Minimum of eight years providing mental health therapy
4. Minimum of three years supervising and managing staff

Equity

NCC is committed to being on inclusive, welcoming, and diverse space and is committed to ending oppression. The Clinical Director will share these values and commitment. NCC does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, social economic status, or military status in any of its activities or operations.

COVID Information

During the pandemic, some work is done remotely.

Please submit cover letter and resume by April 5 to:

Clinical Director Search

NCC

8383 NE Sandy Blvd. #205 or jobs@nwcounseling.org.
Portland, OR 97220