



The Guidance Center of Westchester
256 Washington Street
Mount Vernon, NY 10553
TheGuidanceCenter.org

POSITION: Senior Substance Abuse Counselor/Clinical Supervisor-Integrated Services

PROGRAM: METRO (MAT Opioid Treatment Program)

HOURS: Monday to Friday 5:45 am – 1:45 pm

The Guidance Center of Westchester (TGCW), is an innovative nonprofit agency that provides a wide array of mental health, substance use, and rehabilitative services to children, adolescents, and adults in Southern Westchester. As a leader in integrated mental health and addiction services, TGCW has integrated clinics and satellite clinics in Mount Vernon, New Rochelle, and Yonkers. We are a SAMSHA Certified Community Behavioral Health Clinic (CCBHC) expansion grantee, with a centralized access center, toll free hotline for 24/7 access to services 888-TGCW-CAN (888-842-9226), a crisis and community response team, and the ability to walk-in for rapid access to services daily-all 7 days of the week.

SKILLS/ABILITY

- New York State Licensed Clinical Social Worker (LCSW or LCSW-R)
- Excellent interpersonal skills and the ability to interface with regulatory agencies, personnel, community stakeholders, participants /families;
- Combined clinical and administrative background including supervision and management of staff;
- Understanding of OASAS documentation requirements, including intake and assessment, medical necessity, treatment planning and clinical interventions from the start of the treatment through termination;
- Familiarity working with opioid addiction, other addictions, complex trauma and psychosocial stressors of poverty, abuse, abandonment, grief/loss, foster care, low/no literacy and criminal justice involvement;
- At least 2 years' experience providing assessments as well as individual, family, and group therapy to address the range of complex challenges related to mental health and/or substance use
- At least one-year clinical supervision experience of interns, CASAC-T, and other clinicians/counselors
- Ability to work independently;
- Strong organizational skills with attention to detail;
- Ability to coordinate and prioritize various projects and meet deadlines;
- Proficient in Microsoft Office (Outlook, Word, Excel & PowerPoint);

- Familiar with electronic medical records; and
- Strong written and verbal communication
- Due to COVID many services are provided via telehealth; Proficient with computers and able to inspire virtual clinical care and creatively engage program participants in their care
- Bilingual Spanish speaking a plus
- CASAC-T or CASAC a plus

JOB DESCRIPTION:

- Responsible for a caseload of up to 30 participants.
- Individual therapy, family/couples therapy and group therapy; Group coverage as needed to ensure coverage
- Provides clinical supervision individually and/or group supervision to 3-4 clinicians, with coverage of others in the absence of Director
- Assists the Program Director with overall clinical leadership and management of day to day for METRO
- In coordination with the Program Director, assures clinical, administrative and regulatory compliance within the program;
- Assists the Program Director with developing and managing staff schedules;
- Complete annual performance evaluations of direct reports
- In collaboration with the Program Director, addresses performance related issues of direct supervisees in accordance with agency policies and procedures;
- On call and provided coverage as needed
- Reviews and signs off on all documentation in electronic medical record for supervisees if required to ensure regulatory compliance, clinical appropriateness, patient goal(s) and billing needs;
- In collaboration with the Program Director, leads the Multi-Disciplinary team and staff meetings;
- Works with the Program Director to ensures staff receive the in-services and staff trainings as required by OASAS;
- Attend TGCW Meetings as required;
- Attends Supervision as scheduled with the Program Director
- Performs other duties as needed to ensure the success of the program.

SALARY: Commensurate with experience

Finder's Fee if you refer a successful applicant.

SEND RESUMES TO PROGRAM DIRECTOR:

Name: Sheila Rhodes

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