

**MENTAL HEALTH ASSOCIATION OF ORANGE COUNTY**  
**JOB DESCRIPTION**

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**TITLE: REGIONAL CLINICAL SUPERVISOR**

**SUMMARY:**

Under the supervision of the Chief Executive Officer, the incumbent provides on-site clinical oversight, consultation, supervision, psychoeducation and operations training to the paraprofessional management team and line staff of the Wellness Center and Homeless Mentally Ill Multi-Service Center programs to ensure quality, appropriate and efficient services to the clients and enhance the clinical skills and knowledge base of the staff.

**REPORTING RELATIONSHIPS:**

This position reports to the Chief Executive Officer

**STATUS:** Full-time, Exempt

**DUTIES AND RESPONSIBILITIES:**

1. As a licensed clinician and member of the Executive Management Team, provide on-site clinical observation, supervision, consultation and training to the Program Directors and program staff of the MHA West Wellness Center and the Homeless Multi-Service Center to ensure quality, state of the art Wellness programming and services, basic assessment and counseling skills by the staff, proactive multidisciplinary communication, and high levels of consumer satisfaction.
2. Ensure that program development and delivery is consistent with contract requirements and objectives.
3. Provide guidance, supervision, and ongoing clinical trainings for program staff.
4. Ensure that staff understands and follows the principles of psychosocial wellness rehabilitation.
5. Meet regularly with the MHA Chief Executive Officer and the Orange County Health Care Agency representatives regarding clinical needs of the clients and training, supervision, and consultation needs for the staff.
6. Provide as needed, direct crisis intervention, de-escalation, and clinical assessment of clients to ensure appropriateness of current level of services provided and provide direct support to program staff.
7. As an active member of the MHA HIPAA Compliance Team, work in conjunction with the agency Chief Risk Officer to train, monitor, supervise and manage adherence of the West Wellness Center and Homeless Multi-Service Center staff to all HIPAA compliance requirements and procedures.

**Secondary:**

1. Plan and implement new methodologies for better serving consumers.
2. Attend and participate in community and interagency meetings that are relevant to program goals and objectives.

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3. Work with the Program Directors of both programs to review, and ensure the accuracy of monthly data reports, surveys, program narratives, and other required program documentation.

Provide feedback and training to staff as required in documentation development and ensure timely submission of all required documents to the Orange County Health Care Agency.

4. Perform other duties as required.

**QUALIFICATIONS:**

1. Licensed as Clinical Social Worker or Marriage and Family Therapist.
2. Thorough knowledge of severe and persistent mental illness and its treatment, as well as the Mental Health Recovery Model.
3. Two years experience as manager/supervisor in the social/human services environment.
4. Psychosocial Wellness Rehabilitation and Peer-to-Peer Wellness recovery Action Plan (WRAP) experience desired.
5. Excellent verbal and written communication skills.
6. Ability to make effective public presentations.
7. Ability to supervise and manage multi-disciplinary paraprofessional and professional staff at multiple program sites as needed.
8. Must have personal reliable transportation with valid driver license and automobile insurance.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the Regional Clinical Supervisor is occasionally required to stand; walk; sit; use hand to finger, handle, or feel objects, tools or controls; reach with hand and arms; climb stairs; balance; stoop; kneel; crouch or crawl; talk or hear; and taste or smell. The Regional Clinical Supervisor must occasionally lift or move up to 20 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

*Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.*

*The Mental Health Association of Orange County is an equal opportunity employer. We encourage all qualified individuals to apply for open positions regardless of race, color, religion, sex, sexual orientation, national origin, age, disability, or any other legally protected status.*