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# Supervisor Community Counseling

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Full-Time

Fairlawn, OH, USA

## Job Details

### Description

OhioGuidestone's Summit team is seeking an innovative and qualified Community Counseling Supervisor. Candidate must be flexible, have the ability to communicate effectively, have exceptional organizational skills, as well as have strong clinical skills. The individual selected will be expected to be available for clinical consultation and crisis intervention as necessary.

Must Demonstrate Our Promise each and every day, performing with the highest standards of excellence, integrity and ethics. Engage agency Volunteers and Interns to enhance program performance, provide an educational workplace experience and support the agency's mission.

#### **Essential Functions:**

- Direct supervision of assigned staff including hiring, supervision and a high emphasis on employee development, ranging from growth within current positions and expanding leadership and supervisory skills necessary to ensure agency success. Demonstrates and models positive leadership, promotes a team based work environment and presents the agency in the most positive light with all internal and external contacts.
- Assures fiscal accountability of all assigned programs and services. This responsibility includes enhancement and maintenance of organizational and cross functional agency processes that impact and are impacted by assigned programming. Assists in the development of realistic budgets, assisting the Finance Department in assuring that assigned services are adequately documented and that billing requirements are met, working pro-actively to assure budget compliance, and taking immediate action to resolve fiscal problems should they occur. Exhibits and demands care and competence in managing agency resources.
- Develops detailed project plans and Logic Models to clearly define and monitor program goals and agency strategic initiatives. Adapts programs and services to enhance this agencies ability to serve the needs of the community.
- Ensures the integrity of program and service delivery, compliance and evaluation and moves to adapt programs/services as compliance standards change in an effective and efficient manner. Ensures compliance with internal standards and goals, all contract/grant specifications, as well as licensing, regulatory and accreditation standards including but not limited to ODJFS, ODE, County, Council on Accreditation, EAGLE Accreditation, NAEYC, SUTQ, State/County HMG, Medicaid, ODMH, etc.... Ensures all Local, State, Federal and GAAP laws and regulations.
- Assumes a leadership role in the interpretation and support of agency policies (including HR, PR and Communications), implementation of industry best practice standards throughout assigned programs, aiding in the development/implementation of program outcome measures to ensure quality service implementation.
- Develops a therapeutic relationship with each client. Provides individual, group or family therapy as needed. Available for clinical consultation and crisis intervention
- Plans, prepares for and provides group supervision/team meetings on a weekly basis.

- Maintains on-going frequent contact with agency Care Manager assigned or with client's parents if Care Manager is not assigned in order to keep them updated on progress. Provides minor case management function if Care Manager is not assigned
- Assumes a strong advocacy role for clients and makes recommendations for clinical and support services needed upon discharge
- Actively participates in all treatment conferences and meetings for the client
- Provides in-service training as requested.
- On call by cell phone during non-work hours for clinical consultation and crisis management.
- Maintains regular and reliable attendance.
- May be involved in the planning, organization, and implementation of special events or department specific projects or seasonal program changes.
- In times of need, employee may be asked to complete related duties other than those indicated above as assigned by their supervisor.

### **Performance/Physical Requirements:**

- Ability to delegate, manage people, and evaluate staff and programs
- Work is performed in an office environment at various locations within the agency.
- English reading and writing skills required
- Interacts verbally with coworkers, representatives from outside agencies, and families
- Attention to detail and confidentiality required
- Works flexible hours and is available for crisis management by phone
- Strong oral and written skills necessary – public speaking skills and the ability to conduct training required.
- Requires typing and computer literacy, including Windows applications, Microsoft Word and Excel, e-mail and basic database usage.

### **Qualifications:**

Minimum educational level is a Master's Degree in the social work or related training in psychology or counseling with an Ohio LISW-S or PCC-S. Preferred licensure is LISW-S or PCC-S with 3 years post independent license experience.

*At OhioGuidestone we care about the health and safety of our employees. OhioGuidestone requires applicants to complete a pre-employment screening process upon receipt of an offer of employment. We require and cover the cost of a fingerprint background screening, physical, Tuberculosis test, and drug screen after an employment offer is made. Any employment offer is contingent upon receipt of all satisfactory pre-employment screenings.*

*Committed to creating a more diverse community, we encourage candidates from historically underrepresented groups to apply. EEO/AA M/F/H/V<sup>IND45</sup>*

## Qualifications

### Skills

#### Preferred

<b>R-Mental Health Counseling</b>	<i>Advanced</i>
<b>R-Leadership</b>	<i>Intermediate</i>
<b>R-Client Relations</b>	<i>Advanced</i>
<b>R-Behavior Management</b>	<i>Advanced</i>
<b>R-Crisis Intervention</b>	<i>Advanced</i>
<b>R-Communication</b>	<i>Advanced</i>

### Behaviors

#### Preferred

**Leader:** Inspires teammates to follow them

**Dedicated:** Devoted to a task or purpose with loyalty or integrity

**Enthusiastic:** Shows intense and eager enjoyment and interest

## Motivations

### Preferred

**Goal Completion:** Inspired to perform well by the completion of tasks

**Self-Starter:** Inspired to perform without outside help

**Flexibility:** Inspired to perform well when granted the ability to set your own schedule and goals

**Ability to Make an Impact:** Inspired to perform well by the ability to contribute to the success of a project or the organization

## Education

### Required

Masters or better in Counseling or related field.

### Preferred

Masters or better in Social Work or related field.

## Licenses & Certifications

### Required

LIMFT-S

LISW-S

LPCC-S

### Preferred

LICDCS

Impact Lives. Inspire Change. Be the Solution.