

Holy Family Institute

Supervisor of Clinical Services

Journey of Hope Program

Bilingual – Spanish/English

Reports to: Manager of Clinical Services, Journey of Hope (JOH) Program

Hours: FT Position – Salary position which requires flexibility in schedule.

MISSION AND NEED

Holy Family Institute (HFI) is a 120-year-old Catholic organization with an impeccable history of serving children and families in the Pittsburgh Region. We are one of Pittsburgh's largest social service organizations operating 15 programs in three counties. We are an independent organization guided by Catholic Social Teachings and serving people of all faiths and backgrounds.

HFI is seeking a Supervisor of Clinical Services to assist the Manager of Clinical Services and a team of clinicians in providing behavioral and mental health care to unaccompanied minors in our Journey of Hope program.

Please Note: Candidates will be required to show proof of being fully vaccinated against COVID-19 upon commencing employment. Reasonable accommodations will be considered on a case-by-case basis for exemptions to this requirement in accordance with applicable law. Applicants should be aware that for client-facing roles, particularly those involving close contact with vulnerable individuals, accommodations that involve remaining unvaccinated against COVID-19 may not be deemed reasonable. The Company will engage in the interactive process on an individualized basis in light of each particular role.

General Statement of Duties: The Supervisor of Clinical Services will provide supervision and guidance to the clinical team, in conjunction with the Manager of Clinical Services. They will collaborate with medical, case management, educational, and milieu staff to ensure that services are provided. They will actively work to create a therapeutic and trauma-informed environment for the minors in our care. They will hold a caseload of up to 6 cases as needed and will conduct intake assessments, provide individual and group therapy sessions, and utilize crisis interventions to deescalate youth. They will ensure that the department maintains compliance per the regulations of federal and state oversight. The Supervisor of Clinical Services will be available for on-call rotation and psychiatric emergencies. The Office of Refugee and Resettlement will have final approval of any candidate that is hired for this position.

Essential Functions:

1. Demonstrates leadership abilities
2. Provides case consultation to Clinicians and Clinical Interns, along with the Manager of Clinical Services

3. Engages in observation of minors with significant behavioral or mental health challenges in the milieu and provides recommendations regarding best practices, including modeling therapeutic approaches
4. Meets with assigned unaccompanied minors once per week for individual counseling, and once per week in group setting, to address behavior, concerns, and progress regarding UC's overall psychosocial functioning
5. Demonstrates dignity and respect for the identified sponsor or family, while working collaboratively with the sponsor to ensure a safe and timely release
6. Collaborates with the interdisciplinary team to monitor client progress and areas of concern
7. Encourages participation of all team members in the development of the residents' individual service plan
8. Assists in developing a discharge plan which identifies appropriate supportive services and natural supports, which is clearly defined and identify a continuation of post discharge services, if needed
9. Assists with tracking and signing clinical documents for all minors to ensure compliance expectations are met
10. Assists in the creation and implementation of safety plans
11. Manages 30 Day Safety & Well Being follow up call completion and submission by appropriate deadline
12. Regularly attends house meetings to support clinicians, case management, medical, and residential staff with any and all clinical concerns
13. Provides coverage for Manager of Clinical Services when necessary
14. Carries a caseload of 6 or more cases in times of influx or unforeseen circumstances

Minimum Requirements: Master's degree in social work, counseling, psychology, marriage and family therapy or other relevant behavior science in which clinical experience is a program requirement. 2 years of postgraduate direct service delivery experience preferred; Candidates with a Bachelor's degree in one of the aforementioned sciences must have 5 years clinical employment experience. All candidates must be licensed or eligible for licensure. Must have Act 33, 34 and FBI Clearances. Candidate must be fluent in both English and Spanish (read, write and speak). EOE

COMMITMENT TO SOCIAL JUSTICE

Holy Family Institute and its affiliated organizations are committed to an environment that respects and values every human being and individual differences. We will invest time and resources to create an inclusive environment for all of our stakeholders. This means we will respect diversity that includes race, ethnicity, gender, socioeconomic status, education, disability, language, and sexual orientation. We also believe that we should be "Faithful Listeners" and embrace diversity of ideas, perspectives, and values. We believe in providing access, opportunity, fair treatment, and advancement for all people. Believing that "God is Found in Everyday Activities" we will do our best to eliminate barriers that prevent full participation in our programs and services. We believe "Loving Relationships" means that all are welcome, all are neighbors, and there are no exceptions. With this belief we aim to create an environment in which any individual or group can feel welcomed, respected, supportive, and valued.

Holy Family Institute is an Equal Opportunity Employer