

**Position:** Clinical Director  
**Status:** Full Time  
**Compensation:** \$70,000 plus benefits

**Organizational Description:**

Awaken is a Christian non-profit organization that has been serving the northern Nevada community since 2011. Our mission is to increase awareness and education surrounding the issue of commercial sexual exploitation and to provide housing and restoration for its victims. Awaken operates a youth educational center, adult transitional house, drop-in center, and facilitates support groups, therapy, mentoring, advocacy, and case management. All of Awaken's services are focused on healing, empowerment and identity building. Our vision is to transform our community with the ultimate goal of eradicating commercial sexual exploitation. We aim for victims to be restored to their fullest potential. We aspire to be an inspirational model for other communities.

**Job Description:**

The Clinical Director is responsible for supporting Awaken's team in the clinical aspects of planning, executing, and implementing Awaken programs. The essence of this position is to provide the Awaken team with both individual and group consultation and support as they provide services to individuals affected by the commercial sex trade. There are three main components to Awaken Services. The Awaken Transitional House; non-residential adult services (Adult Case Management and Drop-in); and youth services (Awaken Educational Center and Youth Case Management).

The Clinical Director will also work with the area's service providers to ensure follow up and coordination for ongoing service needs of Awaken clients. As a member of the leadership team, the Clinical Director will also play a key role in identification of programming gaps, expanding existing programs, and developing intervention programs. The Clinical Director will serve as a clinical expert for staff, mentors, and interns assisting with direct services.

**Responsibilities:**

The specific duties of the Clinical Director include but are not limited to:

**Direct Service Provision and Supervision:**

- Develop and monitor treatment, behavioral and/or training plans, identify available therapeutic resources and appropriate interventions.
- Identify staff training needs and develop workshops or recommend training programs to enhance their performance, including development of casework plans, case management and case monitoring.
- Develop written program description criteria.

## Clinical Director

### *Job Description*

- Assist in establishing organizational priorities; participate in program planning, develop recommendations and assist with development and implementation of program objectives, policies, procedures and standards, ensure compliance with laws, regulations, statutes, and policies changes thereto; monitor and evaluate program effectiveness.
- Work with leadership to determine the acceptance of cases and assign to worker based on staff strengths and availability.
- Provide clinical supervision to direct service staff:
  - Facilitate weekly staff meetings with direct service staff;
  - Assist staff by identifying clinical issues related to referrals;
  - Assist staff in identifying appropriate resources and treatment options;
  - Work with Case Managers to develop individualized, trauma informed and culturally sensitive service plans for self-sufficiency to coordinate ongoing, short- and long-term aftercare services;
  - Work with Case Managers to implement treatment plans.
- Review, edit and approve procedures for acceptance of referral cases and information sharing.
- Create, maintain, and submit accurate records and documents in a timely manner.
- Coordinate meetings, consultation, and clinical trainings with other mental health provider programs.
- Ensure all coordinated referrals are made with community partners for identified and ongoing needs.
- Be on-call for emergency situations.
- Work with survivors to provide ongoing feedback and support to all anti-trafficking efforts and program development.
- Maintain and supervise Case Managers with up-to-date case notes and ensure client confidentiality in all forms of communication.
- Assist Directors in hiring, training, supervising and assisting in the evaluation of direct service staff performance reviews.

### **Knowledge of:**

- Principles and techniques of organization, management, and supervision. Counseling techniques and practices.
- Case management practices and procedures.
- Principles of intakes, assessments and recording casework data. Principles of individual and group behavior.
- Agency, state and court policies, procedures and processes related to client care. Availability of assistance, social service programs and community resources.

### **Ability to:**

- Demonstrate initiative and judgment within established procedural guidelines.
- Evaluate work priorities, programs, procedures, and processes to determine their effectiveness and efficiency.
- Communicate effectively both orally and in writing.
- Perform crisis intervention with clients and their families and handle difficult situations.

## Clinical Director

### *Job Description*

- Maintain effective working relationships with clients from a wide range of socio-economic backgrounds, division staff and representatives of other departments, community organizations and government agencies.
- Effectively represent the organization in contacts with client, the public, community organizations, and other governmental agencies.
- Ensure that all data is entered into the Apricot, and any other systems that may be required.
- Submit timely reports and work with the director on the apricot database/project evaluation activities.
- As needed, serve as organizational spokesperson/liaison to further the organizational mission and vision, conduct outreach and advocate for survivors. Represent Awaken with professionalism.
- Other Duties: Please note 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 due to organizational needs.

### **Qualifications:**

- Master's degree in social work, counseling, or psychology.
- Required state-licensed LCSW, LPC or MFT.
- Minimum of five years' post-graduate experience with a strong background in trauma, direct services, and management.
- Possess the ability to make sound clinical decisions independently.
- Ability to apply clinical judgement, ethics and accountability to formulate best practices in quality of care.
- Knowledgeable of child development issues, at-risk youth issues, trauma, substance abuse, and evidenced based practices.

### **Personal Attributes & Values**

- Must constantly demonstrate a high level of personal professionalism, honesty, integrity and respect with all clients, board members, staff, volunteers, churches and all other contacts.
- Must demonstrate passion for Awaken's vision and mission.
- Must maintain an atmosphere of confidentiality with client and staff information.
- Friendly, approachable attitude and ability to remain open-minded when encountering diversity in thought, gender, culture, language and behavior.
- Have a teachable spirit and be committed to team participation.

**NOTE TO APPLICANTS:** All applications must be submitted to [jobs@awakenreno.org](mailto:jobs@awakenreno.org) with the title of the position in the subject line. Only candidates who meet the minimum qualifications with complete applications will be considered (formal cover letter and resume).