



Why CARE: Our mission is to strengthen resiliency in people and their communities through prevention, education, and services that improve the quality of life. To learn more about CARE's programs and services, and employment opportunities, please visit our website www.careofsem.com.

Employment Perks:

- Work Life Balance
- 10 Paid Annual Holidays
- We Value Lived Experience: Special Consideration During The Application Process
- 37.50 Hour Work Week
- Competitive Benefits
- Relaxed Dress Code
- Flexible Work Hours (approval required)

Director of Clinical Services

(Salary based on experience and qualifications \$52,650.00 - \$65,247.00)

Minimum Qualifications:

- A Master's degree in social work, psychology, counseling, marriage & family therapy, or other related and applicable degree.
- One or more years' experience providing individual/group therapy and/or EAP (Employee Assistance Program) counseling.
- Must possess active status, with licensure or certification in accordance to professional field required by that governing body (LMSW, LPC, LLP, etc.) and one of the following:
 - Certified by Michigan Certification Board for Addiction Professionals (specifically Certified Advanced Alcohol and Drug Counselor (CAADC) or
 - Must have a registered development plan and be timely in its implementation.
- Ability to work independently as well as in a team environment.
- Must possess knowledge and understanding of Recovery Oriented System of Care and Trauma Informed Services.

Duties and Responsibilities:

- Provides on-going, regular supervision to employees to ensure the following: services delivered are timely, appropriate and effective; the professional development of staff; and agency policy and procedures are enforced.
- Responsible for drafting and maintaining clinical operations manuals.
- Provide presentations and trainings within the workplace as needed.
- Available for assessments and critical incident stress debriefing as needed.
- Develop and implement new programming as needed. Facilitate educational classes/groups related to programming as needed.
- Participate in meetings outside the agency to promote/enhance clinical and EAP services.
- Assigns and supervises the workload of direct reports.
- Collaborates with the Chief Operating Officer over the hiring, promoting, disciplinary action steps and termination of staff.
- Able to apply outcome tools to measure service quality, report on data and outcomes as required, makes recommendations and adjustments as needed in order to enhance services based on data analysis.
- Provide presentations on general substance use issues and CARE of SEM's services as needed.
- Monitors and approves expenditures of program and tracks supplies purchased and needed for programming within budget.
- Establish and maintain liaison relationships with appropriate agencies regarding prevention and EAP services.
- Works as a member of the CARE of SEM leadership team and enforces and monitors compliance with all CARE of SEM policies and procedures.
- Ability to adjust hours of work based on the community needs, including some evening and weekends.
- Knowledgeable of national and local substance use and prevention statistics and demonstrates the ability to apply current trends to service delivery.