



Office of the District Attorney Alameda County

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District Attorney
alcoda.org

CLINICAL DIRECTOR

\$120,972.80 - \$147,326.40 Annually
Bargaining Unit: ACMEA (R45)

DESCRIPTION

Under the general direction of Executive Director, the Clinical Director will act as the clinical authority of the Alameda County Family Justice Center (ACFJC) Trauma Recovery Center (TRC) program to establish clinical systems and standards of care while providing safe, effective, and efficient care to survivors who have experienced direct trauma as a result of crime. This position will oversee TRC clinicians as they provide survivors of crime with trauma counseling and assistance with any other immediate needs such as: shelter and victim-related support, victim compensation, specialized assistance, and substance abuse treatment, sexual assault and domestic violence services or legal advocacy when appropriate.

ESSENTIAL DUTIES & RESPONSIBILITIES

To be performed in accordance with ACFJC/TRC Policies and Procedures.

- Responsible for development of planned strategies for the growth and client workflow of the TRC.
- Ensure program sustainability, which includes reviewing program services and making changes where necessary to meet the program's clinical needs.
- Build and maintain relationships organizations, fostering partnerships in Alameda County.
- Collaborate with program clinicians to provide and improve trauma services to victims of crime.
- Provide clinical supervision for clinicians who are accruing hours toward their professional license.
- Provide orientation and training to new clinical supervisors and joint-agency clinicians.
- Manage caseloads to ensure clients are offered timely and excellent quality mental health services.
- Identify and maintain an awareness of client's overall needs for trauma-informed care in individual, group, or family format.
- Work collaboratively with the clinical team to establish desired treatment plans.
- Oversee comprehensive intakes and needs assessments with assigned clients.
- Provide clients with trauma-informed case-management and supportive counseling to ensure the successful transition of clients and their families to community-based resources.
- Lead and attend weekly clinical staff meetings, joint partner meetings, and CalVCB meetings.
- Develop and deliver training programs to law enforcement, hospitals, etc. who might be referral sources for the TRC.
- Maintain clinical records ensuring compliance with HIPAA policies and regulations.
- Screen and hire new clinical and non-clinical staff.
- Provide reports and records to support activities conducted to fulfill grant requirements.
- Develop, monitor, and modify treatment plans in collaboration with an interdisciplinary treatment team.
- Facilitate methods for promoting excellent clinical performance and dealing with poor performance.

MINIMUM QUALIFICATIONS

Education:

Possession of a master's or doctorate degree from an accredited university in any of the following disciplines: Master of Social Work (MSW); Licensed Clinical Social Worker (LCSW), or Ph.D. Psychology or Clinical Psychology

AND

License/Certification:

Possession of valid clinical license from one of the applicable licensing authorities: California Board of Behavioral Sciences, the California Board of Psychology, or the Association of Social Work Boards.

Experience:

Either I: Five (5) years or more of clinical experience providing psychological services to a wide range of patients, with at least two (2) years of experience in an integrative behavioral health services environment; or as a former Clinical Director.

Either II: The equivalent of two (2) years or more full-time professional level work as a Senior Clinical Psychologist, MSW, LCSW or four (4) years as a Clinical Psychologist, MSW, LCSW working in a Mental Health Clinic, Trauma Recovery Center or similar institution.

Either III: Two (2) years or more clinical administrative experience leading integrative and multidisciplinary teams. Extensive experience treating patients of different ages, cultural and socioeconomic backgrounds.

KNOWLEDGE, SKILLS & ABILITIES

NOTE: The level and scope of the following knowledge and abilities are related to duties listed under the "Examples of Duties" section of this specification.

Knowledge:

- Detailed knowledge of policies and regulations in the clinical field.
- Principles, practices, funding sources and administrative requirements in the program area to which assigned.
- Principles and practices of program planning and evaluation.
- Principles and practices of direct client service delivery.
- Practices and techniques of programmatic analysis and report preparation.
- Principles of administration and personnel management; organization and operation of mental health services.
- Principles and practices of modern clinical psychology, including abnormal psychology, diagnostic testing, personality theory, organic defects, psychotherapy, statistics, and casework.
- Mental health laws and procedures governing confidentiality, involuntary treatment, conservatorships, and resources.
- Basic supervisory principles and practices.

Skills:

- Strong leadership and management skills
- Excellent communications and interpersonal skills when dealing with clinical staff and patients.
- Problem solving skills when resolving administrative issues and conflicts.
- Hands-on skills in dealing with hospital computer systems such as EMR.

Ability:

- Plan, supervise, review, and evaluate the work of others.
- Ability to delegate and supervise tasks as required.
- Train others in work procedures.
- Plan, monitor and evaluate programs and service delivery performance.
- Identify programmatic and operational problems, investigate, and evaluate alternatives and implement effective solutions.
- Interpret, explain and apply complex regulations, policies and procedures.
- Represent the department and the County in meetings with others and make effective presentations to diverse groups.
- Organize and prioritize work and meet critical deadlines.
- Maintain accurate records and files.
- Exercise sound independent judgment within established policies and guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

BENEFITS

Alameda County offers a comprehensive and competitive benefits package that affords wide-ranging health care options to meet the different needs of a diverse workforce and their families. We also sponsor many different employee discount, fitness and health screening programs focused on overall well being. These benefits include but are not limited to:

For your Health & Well-Being

- Medical – HMO & PPO Plans
- Dental – HMO & PPO Plans
- Vision or Vision Reimbursement
- Share the Savings
- Basic Life Insurance
- Supplemental Life Insurance (with optional dependent coverage for eligible employees)
- Accidental Death and Dismemberment Insurance
- County Allowance Credit
- Flexible Spending Accounts - Health FSA, Dependent Care and Adoption Assistance
- Short-Term Disability Insurance
- Long-Term Disability Insurance
- Voluntary Benefits - Accident Insurance, Critical Illness, Hospital Indemnity and Legal Services
- Employee Assistance Program
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For your Financial Future

- Retirement Plan - (Defined Benefit Pension Plan)
- Deferred Compensation Plan (457 Plan or Roth Plan)

For your Work/Life Balance

- 11 paid holidays
- Floating Holidays
- Vacation and sick leave accrual
- Vacation purchase program
- Management Paid Leave**
- Catastrophic Sick Leave
- Employee Mortgage Loan Program

- Pet Insurance
- Group Auto/Home Insurance
- Commuter Benefits Program
- Guaranteed Ride Home
- Employee Wellness Program (e.g. At Work Fitness, Incentive Based Programs, Gym Membership Discounts)
- Employee Discount Program (e.g. theme parks, cell phone, etc.)
- Childcare Resources
- 1st United Services Credit Union

How To Apply:

Please send us your cover letter and resume, with a complete DA [job application](#).

Email your application and documents to DARecruiting@acgov.org.

The District Attorney's Office is an Equal Opportunity Employer. All qualified candidates, regardless of age, race, ethnicity, gender or physical ability are encouraged to apply.