



## Job Description

**Job Title:** Clinical Supervisor, Grade 9  
**Reports to:** Director of Clinical Services  
**FLSA Status/Schedule:** Exempt; 37.5 hours per week  
**Location:** Oswego, Onondaga County

**ARISE's mission is to work with people of all abilities to create a fair and just community in which everyone can fully participate.**

### Job Summary:

The Clinical Supervisor provides programmatic oversight, clinical supervision to staff, and person-centered evidenced-based clinical interventions with individuals and their family members in a unified effort to improve their psychosocial development and emotional functioning.

### Qualifications:

- Master's Degree in Social Work or Mental Health Counseling
- New York State Licensure and Certification, LMHC, LCSW, LCSW-R, or LMSW with management experience
- Valid New York State Driver License, access to reliable transportation
- Demonstrated ability to function both autonomously and as a team member
- Knowledge of community resources, Office of Mental Health regulations, OMIG regulations, and Child Welfare system
- National Provider Identifier (NPI) under the National Plan & Enumeration System
- Knowledge of mental illness, substance abuse, trauma and other disabilities necessary to adequately provide treatment and supervision
- Demonstrated ability to perform the job functions listed
- Ability to work at least two evenings per week if needed
- Data literacy, including computer proficiency
- Demonstrates exemplary navigation of the EHR, Evolv
- Demonstrated ability to perform the Essential Functions detailed below:

### Essential Functions:

- Ensure compliance with governmental regulations of OMH, OMIG, and HIPAA within satellite office
- Oversee daily program operations; respond to and report emergencies/incidents
- Implement program policies and procedures
- Provide ongoing support, training, coaching and consultation for staff
- Collaborate with community partners
- Maintain a caseload designated by the Director of Clinical Services; utilizing evidenced-based therapeutic practices
- Provide intake assessment, treatment planning, therapy, and discharge planning services to individuals and their families
- Provide evidenced-based group therapy services as needed
- Deliver quality, effective, person centered services that assist individuals to improve their psychosocial development and emotional functioning

- Engage natural and professional collaterals in the treatment process as clinical supports
- Participate in periodic meetings with collateral treatment providers, school personnel, and natural supports via an interdisciplinary team to identify individual's needs, develop effective intervention plans, and provide feedback and updates to other team members
- Refer individuals and their families, as needed, to other community services to meet their identified needs
- Provide supervisory coverage on a rotating basis for the after-hours crisis line
- Maintain written documentation and case records within the Electronic Medical Record (preferably experience with Evolv), regarding assessment, treatment planning, treatment, and referral of the youth in accordance with OMH and agency regulations
- Compile required data for reporting on utilization of services, as needed
- Participate in weekly staffing, clinical supervision, and department meetings
- Uphold code of ethics, code of conduct and all ARISE policies and procedures
- Exercise sound judgment as a matter of course and hold protected health information and other sensitive information in the strictest of confidence in accordance with ARISE and HIPAA policies
- Represent the agency with highest ethical standards
- Other duties as assigned

### **Benefits:**

- Generous paid time off includes:
  - 11 paid holidays plus
  - Summer hours Fridays – as scheduled from Memorial Day to Labor Day
  - 20 Earned Time Off days (5.77 hours accrued each biweekly pay cycle) in first and second year of employment; 25 ETO days after 2 years; 30 ETO days in future milestone years
- Participation in the 401(k) plan available at hire; 100% vested employer match after one year
- Excellent medical plan through Excellus BC/BS
- Great dental and vision coverage through Guardian / VSP
- Company-paid health reimbursement arrangement (HRA) covers first 70% of deductible
- Flexible spending arrangement (FSA) for both medical expenses and dependent care
- Free life insurance and long term disability coverage through Lincoln Life
- Free / Confidential Employee Assistance Program (Help-People affiliated with Crouse Hospital)
- Option to enroll in voluntary benefit plans at annual open enrollment