



## JOB POSTING

### **Position title: Clinical Supervisor with Connecting Forward**

The Clinical Supervisor will provide direct supervision and leadership of all elements of services provided by *Connecting Forward* Counselors including but not limited to: ensuring the effective completion of assessments for mental health, alcohol and substance abuse, behavioral and health issues and domestic violence barriers; ensure that recommendations and referrals for psychological and psych ed testing are executed appropriately and the results are used to inform practice with clients; ensure the effective utilization of short term and solution focused counseling; ensure appropriate mental health and referrals are made as needed to *Connecting Forward* network partners including F&CS; develop and maintain a working knowledge of the Supplemental Security Income (SSI) and Social Security Disability Income (SSDI) and other programs for which clients may qualify; maintain and open and positive work relationship with Department of Human Services, continuously identify and generate recommendations to improve the *Connecting Forward* project

#### **Duties and Responsibilities**

- Provide individual and group supervision for program staff; maintain records of all individual and groups supervision/meetings.
- Complete HR functions of role: participate in the recruitment and interviewing process; make recommendations regarding hiring, discipline, and termination. Conduct and administer discipline and employee performance reviews; provide employee with coaching and support. Orient every new program employee to agency, position, and program according to agency policy and document appropriately.
- Stay abreast of TANF, DHS, and Connecting Forward program updates and provide staff with adequate training, messaging, and tools to adapt to changes as needed.
- Model, promote, and ensure agency atmosphere and service delivery are culturally and linguistically competent and sensitive. Conduct quality assurance checks on programs on a regular basis.
- Identify, communicate, and generate solution ideas regarding possible risks related to the interests of employees, clients, and other stakeholders.
- Ensure clinical services are delivered in accordance with sanctioned agency practices, ethics, and agency strength-based systems service philosophy.
- Ensure program compliance with agency policy and procedures, and through client satisfaction process.
- Regularly monitor program performance and play an integral role in the program PQI and assessment processes: complete documents as required.
- Ensure program outcomes are met; ensure accuracy in all program reports generated.
- Regular attendance during office hours and reliable transportation required.

**Requirements:** This position requires a Master's Degree in Social Work, Psychology, Counseling or related field and at least two years of counseling experience and 1-2 years of supervising (staff and/or interns). Occasional travel through Middle Tennessee region to provide supervision for co-located staff at partner location is also required.

**Submit resume, salary requirements and if interested in Full or Part- Time to:**  
[hrdept@fcsnashville.org](mailto:hrdept@fcsnashville.org)

EOE M/F/D/V