

The United Planning Organization (UPO) is the designated Community Action Agency for Washington, District of Columbia, and has served the residents of the District since 1962. Our **Vision** for the future is “UPO’s Washington: A city of thriving communities and self-sufficient residents”; our **Mission** is “Uniting People with Opportunities.”

All qualified applicants are encouraged to apply for this position or any other position currently advertised on our website. Please visit us at www.upo.org to view all of our vacancies and to learn more about our company and services.

POSITION: Clinical Supervisor, LPC, LICSW, LMFT
DIVISION/OFFICE: Community Health Division, Comprehensive Treatment Center
BULLETIN No: 222023
SALARY RANGE: (Commensurate with experience)
OPENING DATE: February 27, 2023
CLOSING DATE: Open until filled
FIRST SOURCE: RM-15-HCA-STATS-000-BY04-CPS

MAJOR DUTIES:

Monitors and manages the day-to-day activities of clinical operations organizing, scheduling and coordinating service delivery. Review and monitor clinical documentation of counseling staff. Work closely with management to improve continuum of care and affect change in the Center. Manage clinical operations to ensure delivery of clinical services in accordance with Federal and State regulations.

BRIEF DESCRIPTION:

Provide clinical supervision, technical assistance and guidance to counselors in managing their caseloads. Evaluate and monitor counselors’ performances to ensure evidence-based models are used to provide professional services to clients. Conduct routine reviews of client clinical charts in accordance with Federal and State regulations. Monitor counselors’ delivery of core services in accordance with center policy and regulatory requirements. Ensure billable hours are met by counseling staff. Develop, monitor and manage corrective action plans on billable hours. Coordinate intake interviews and complete diagnostic screening tools to ensure the placement of clients in levels of care and phases of treatment. Facilitate evidence based specialized groups with clients in various phases of treatment to meet client needs. Develop routine reports, internal and external, on management activities of clinic functions and respond to request addressing clinical activities and service delivery.

MINIMUM QUALIFICATIONS:

Master’s degree in counseling or behavioral health field, with at least 4 years of supervisory experience. Certification as a Licensed Professional Counselor (LPC) or Licensed Clinical Social Worker (LICSW) or Licensed Marriage Family Therapist (LMFT). Excellent MS Office skills, effective communication, excellent writing, organizational and verbal presentation skills.

Must be able to work sensitively and effectively with individuals of diverse educational, socio-economic and cultural backgrounds.

DESIRED QUALIFICATIONS:

At least 1 year experience in opioid addiction treatment, and experience with DATA/WITS system.

OTHER REQUIREMENTS:

In the event that an offer is extended, the candidate will be required to successfully complete a criminal background check and/or FBI fingerprinting, as well as pre-employment drug screening, as applicable for the position.

As an approved NHSC and STAR LRP site, qualified health professionals are eligible to apply for tuition reimbursement of up to \$75,000 or \$250,000 for their participation in the NHSC Loan Repayment Program or Substance Use Disorder Treatment and Recovery Loan Repayment Program (STAR-LRP)

This is a Safety Sensitive position.

This position IS not the collective bargaining unit of the CWA Union.

ALL VISITORS TO UPO FACILITIES

Special notice to all applicants:

In accordance with the Mayor's Order (see reference below), every UPO employee, except those with a medical or religious exemption, must be vaccinated by September 19, 2021. UPO abides by the requirements of all Mayor's Orders regarding COVID-19 Vaccinations; the Orders relate to the program under which you will work.

Mayor's Order 2021-099 - COVID-19 Vaccination Certification Requirement for District Government Employees, Contractors, Interns, and Grantees

- **Must Wear a Mask While on UPO Premises;**
- **Must Practice Social Distancing; and,**
- **Will Be Subject to Temperature Scanning Upon Entering UPO Facilities**

To be considered for this position:

**To apply for this position,
Please submit your cover letter and resume online. [Apply Here](#)**