

Nelson Community Services
JOB DESCRIPTION

JOB TITLE:	CLINICAL SUPERVISOR
Reports to:	Executive Director
Classification:	Excluded or Contract
Supervises:	Counselling employees: Family Counsellors Child & Youth Counsellors Child & Youth Mental Health Counsellor Women's Stopping the Violence Counsellors
Effective Date:	March 2018
Last Updated:	December 2021
Job Summary:	The substantive responsibility of this position is to provide 1:1 clinical supervision to counselling staff team members, along with specific clinical mentoring, counselling ethics, and practice decisions. The position works in collaboration with the agency to ensure program continuity and integrity.

Scope of Responsibilities:

A. Clinical Supervision & Training

1. Provides 1:1 supervision to agency counsellors on a regular basis.
2. Provides team clinical supervision on an as needed basis.
3. Provides clinical practice mentoring as it relates to establishing a caseload, conducting intakes and assessments, file recording, delivering groups, etc.
4. Ensures assessment/intake tools and counselling approaches being used are trauma-informed and meet best practice guidelines.
5. Ensures counsellors are working in a safe and ethical manner by providing clinical practice support around case approaches, best practices, personal safety, ethics, legalities, etc.
6. Provides case consultation, case management support, follow up, and clinical resources as required.
7. Ensures that the required Agency counselling policies, procedures, and standards are being upheld.
8. Provides in-service training in clinical and case management areas of practice on an as-identified basis.
9. Provides clinical intervention, as needed, following a crisis or emergency for all Agency staff and/or identifies and arranges for external clinical intervention, if required.
10. Liaises and collaborates with the Program Directors in mutually defined areas.

B. Performance Quality Improvement

1. Contributes to quarterly and annual program reviews and evaluations.
2. Provides input into the development of new clinical/counselling programs.

C. Human Resources

1. Participates in the recruitment process for new counselling staff.
2. Provides input into counsellors' annual performance reviews, including the identification of clinical related goals and training.
3. Supervise Master's level practicum students, as time permits.

D. Agency Participation

1. Participates in agency meetings on an ad hoc basis as requested.
2. Attends regular supervision with the Executive Director including an annual performance review and development of a training plan.
3. Participates in professional development relevant to this position.
4. Performs other related duties as required.

Qualifications:**Education:**

Master's degree in Social Work or Counselling, plus registration with a Canadian professional counselling body (e.g. RCC).

Experience:

Recent related experience in clinical supervisory role, plus experience counselling experience. Experience delivering Circle of Security would be desirable.

Additional Skills:

1. Solid working knowledge of the issues impacting today's families, adults, children, and youth such as child abuse, substance misuse, mental health, and family violence.
2. Working knowledge of basic counselling and support modalities and perspectives (e.g. Cognitive Behavioral Therapy, expressive therapies, narrative therapy, etc.).
3. Proven experience with trauma-informed practices, developmental psychology, family-centered approaches, feminist practice, and adult learning approaches.
4. Demonstrated 1:1 and group counselling work experience with individuals, families, children, and youth.
5. Proven clinical supervisory, leadership, and practice mentoring skills, along with case planning and case management support, interviewing and assessment skills, and cultural competency.
6. Solid understanding of counselling ethics, legalities, relevant legislation, and best practices.
7. Working knowledge of the community social service and government Ministry systems and networks, provincially and locally, in particular MCFD.
8. Excellent interpersonal, oral and written communication skills; strong computer skills and other uses of technology.
9. Ability to work with considerable independence and discretion.

Other: It is anticipated that the time requirement for this position will be up to 15 hours a month. The incumbent may be an employee of NCS or work for the agency on contract. Please submit your pay expectations with your application.