

## Infant and Early Childhood Mental Health (IECMH) Clinical Supervisor Job Description

### **Description**

The IECMH Clinical Supervisor provides direct mental health services and manages an effective clinical service delivery team using applicable principles of Infant and Early Childhood Mental Health. Infant and Early Childhood Mental Health Principles. The Clinical Supervisor's role is to be an agency leader focused on furthering the mission of Ellison Center. This position requires a minimum of 30 hours per week with some evening hours. Clinical Supervisor must have a clinical license (LMFT, LPCC, LICSW, LP), supervision experience, and be an approved supervisor by corresponding Minnesota Board, and endorsed in Infant and Early Childhood Mental Health. Candidates working towards these qualifications may be considered.

IECMH Licensed Mental Health Professional and Clinical Supervisor oversees program development as directed by the Executive Director, provides direct mental health services, and provides onsite clinical and administrative supervision to master's level clinical trainees, clinical interns, and home visitors seeking IMH-related expertise. The position will include providing individual reflective supervision and group reflective consultation, training of new IMH clinicians and interns.

### **Responsibilities:**

#### **Clinical Supervision**

- Provide clinical and licensure reflective supervision to a team of staff as assigned and collaborate with other supervisors as necessary. Supervision will include training, overseeing performance and services provided, and ensuring that documentation is accurate and appropriate.
- Assist with recruiting, interviewing, and onboarding/training of Interns, Mental Health Clinical Trainees, Licensed Clinicians, and Home Visitors/Caregiver Support Professionals.
- Provide mentoring and support to staff in obtaining Infant Mental Health Endorsement.
- Follow any Human Resource requirements for supervision and oversight.
- Report trends, patterns, needs from clinicians and client challenges to Executive Director.
- Nurture the team dynamics.
- Provide supportive accountability to team, walk alongside and support while empowering staff to take ownership of their career.
- Participate in weekly individual reflective supervision with Ellison Center Executive Director and/or IMH Consultant.
- Complete ongoing required trainings for maintaining supervision status, licensure, and IMH Endorsement.
- Maintains current knowledge base in infant and early childhood mental health through conferences, educational requirements for licensure, and applicable current literature.

#### **Program Development and Oversight**

- Oversee programs as assigned by Executive Director.
- Participate in Thrive Central MN meetings monthly and in activities/projects as agreed upon.
- Supports evaluation of program services to enhance client and family outcomes and acts as a positive change agent to implement clinical initiatives to increase quality client care.
- Participates in the review of clinical issues and program policies and procedures.
- Attends staff meetings and group reflective consultation, leads as required.

- Participates in, leads, and/or coordinates training sessions and workshops to enhance treatment skills.
- Exhibit problem solving within and across departments and agencies.
- Performs miscellaneous job-related duties as assigned.

## **Direct Clinical Work**

- Manage a caseload of 10-15 clients, completing all IMH therapist's service provision related tasks including diagnostic assessments (DC:0-5), treatment plans, ECSII/CASII, progress notes, and other required tasks to maintain legal, ethical and insurance requirements.
- Provides and/or arranges for therapeutic interventions as appropriate for clients or team's clients in a crisis situation.
- Refers clients to other support services as needed, such as medical evaluation and treatment, occupational therapy, social services, and other identified services.
- Provide parent education group classes, in-home services, collaboration with other professionals, as identified by program specific guidelines.
- Ensure compliance with insurance companies as well as other requirements for appropriate documentation and record keeping.
- Report concerns, client grievances, and potential maltreatment of clients in accordance with the State of Minnesota statutes.

## **Qualifications and Requirements**

- Master's degree and current state licensure as a Licensed Independent Clinical Social Worker (LICSW), Licensed Marriage and Family Therapist (LMFT), Licensed Professional Clinical Counselor (LPCC) or Licensed Psychologist (LP) from the state of Minnesota and Minnesota Board Approved Supervisor status.
- Infant and Early Childhood Mental Health Endorsement is preferred. If not currently endorsed must be willing to become endorsed within three years.
- Strong knowledge of infant mental health principles, diagnosis, treatment, research, and reflective consultation.
- Training in Circle of Security, Child-Parent Psychotherapy, Reflective Consultation, TheraPlay, and or Perinatal Mood Disorders are preferred.
- Minimum of three (3) years of professional clinical work experience with children and their families providing dyadic therapy as a licensed mental health professional preferred.
- Minimum of two (2) years of providing clinical supervision.
- Must pass criminal background check.
- A complete understanding and knowledge of current federal, state, and local statutes and ethical considerations relating to the delivery of therapeutic services to children and families will be essential.
- Diagnoses disturbances or disorders of infancy and mental illness in family members as appropriate, using available diagnostic tools (DSM-V-TR, DC:0-5, ECSII).
- Familiarity with public school systems, head start, guardian ad litem, tribal courts, child protection, social service professionals, and potential maltreatment reporting in accordance with the State of Minnesota statutes.
- Experience with third party billing and electronic health record system.
- Commitment to promoting diversity, multiculturalism, and inclusion with a focus on culturally responsive practice.
- Local travel is required, limited travel outside the state may also happen for training purposes.

## Agency & Workplace Values

- Excellent communication and interdisciplinary team skills.
- Positive attitude and open approach to clients, staff, and visitors.
- Ability to effectively communicate verbally and in writing.
- Uphold the value of collaboration both within and outside the Ellison Center.
- Support in creating a group of working professionals that is not competitive, but where all members are considered valued and important, and encouraged to grow to their full personal and professional potential.
- Conduct themselves in a manner that is respectful to members of the Ellison Center team, our clients, partnering agencies, and our collateral colleagues in the field.
- Maintain open communication and feedback, while respecting the board's position as the policy maker of the agency.
- Is a connector, individually and in a team, to nurture the growth and support the clinicians.

## Diversity

Commitment to promoting diversity, multiculturalism, and inclusion with a focus on culturally responsive practice. ***Bilingual candidates encouraged to apply***

To apply or if questions, contact Tracy Schreifels, [tracy@ellisoncenter.org](mailto:tracy@ellisoncenter.org) or 320-406-1600 ext 1

Ellison Center is an EEO/AA employer: women, minorities, people with disabilities, and veterans are encouraged to apply. Cultural Responsiveness is essential to achieving our mission. Our aspirational aim is to advance equity and work toward building a multi-cultural workplace community that balances culturally responsive practice with internal self-awareness and reflection.