



AIDSAlabama
Housing Is Healthcare

Job Description ~ Open Position *Clinical Director*

Reports to	Executive Director
Minimum Requirements	Master's Degree in Social Work with LICSW credential or Master's Degree in Counseling with LPC credential; Three (3) years of post-master's clinical experience in a mental health treatment setting with experience in substance abuse and co-occurring disorder treatment; Three (3) years relevant management experience; Able to travel to community sites to provide services as needed; Valid driver license, personal auto insurance, and good driving record; Must successfully complete pre-employment screenings.
Overall Mission	Oversight of clinical programs including JASPER House, Living in Balance Chemical Addiction Program (LIBCAP), Living Well Outpatient Center (LWOC), and the Living Well MISSION. Clinical support of other agency programs including housing and case management services.

Areas of Responsibility

1. Supervise all clinical elements of AIDS Alabama programs.
2. Provide direct supervision of the Program Coordinator for each clinical program and agency nurses. Through these staff, supervise clinical programming: i.e. Kitchen, Resident Advocates, Case Managers, Peer Support Specialists, and clinical contractors.
3. Oversee program co-coordinators and day-to-day functions of the SAMHSA funded Living Well MISSION program; supervise program implementation and ensure programmatic and reporting requirements are met.
4. Clinical support of all agency programs including housing and case management services.
5. Coordinate with the Housing Department to promote tenant success, maximum housing utilization, tenant retention, program goal attainment, and problem resolution.
6. Ensure continuing certification of the LIBCAP, LWOC, and JASPER House programs by the Alabama Department of Mental Health.
7. Supervise the clinical implementation of the Ryan White Part B services in supervised programs and the HOPWA competitive grant that funds JASPER House.
8. Assist the Administrative Director of Programs in the implementation of agency wide client based data system by helping ensure all staff is trained and utilizes the system(s) correctly to input data to meet billing standards for all funding sources; ensure that 100% of all relevant standards for billing are followed by all staff in line of supervision.
9. Act as member of the agency Management Team to provide leadership and support the work of the agency towards strategic goals.
10. Work closely with the Quality Assurance Coordinator and as member of ADMH PI committees, the Agency Quality Assurance Committee, and the Human Rights Programs Committee, ensuring supervised programs follow all protocols for PI indicators.
11. Help research community needs and design new programs and processes to better meet needs.
12. Support the QA Coordinator in ensuring staff participation in mandated trainings.
13. Ensure Program support in One Roof Continuum of Care and PromisAL HMIS activities.
14. Supervise the 24-7 Professional On-call system and provide 24/7, 365 days a year back up to all on-call counselors.
15. Other duties as assigned.

Work Environment

1. Schedule: Work hours are full time, includes weekends; shifts vary based on the needs of the consumers, the consumer’s family, and the agency.
2. Physical: May lift up to 50 lb. occasionally; long periods of standing, stooping, bending, and sitting. Employee must be mobile including climbing stairs, able to read documents and respond to written communication, and able to hear and understand the English language.
3. Cultural: Must be comfortable working with individuals and/or family members living with HIV (or other STIs), as well as those with impaired cognitive behaviors, individuals experiencing homelessness, LGBTQ individuals, and members of various racial/ethnic communities.

Overall Expectations

The employee will be expected to represent the agency in person and through all other methods of communication in a way that reflects the agency’s mission. Staff are expected to adhere to all AIDS Alabama/AIDS Alabama South Policies, Procedures, and Guidelines (including, but not limited to, Human Resources/Personnel, Finance, Operational, and Housing) as presented and as adapted. The employee will establish a strong, solid line of communication with all levels of staff and external business partners. All employees are expected to perform and communicate openly, effectively, and professionally with staff members, consumers, community members, and external business partners. Candidates must be willing and able to complete all training in obligatory timeframes. Staff participation in agency activities, testing events, and fundraisers is expected as necessary and requested. Be aware that any breach of confidentiality is grounds for dismissal. This job description can be modified to reflect additional tasks.

AIDS Alabama/AIDS Alabama South expects staff to create a safe space where all people are valued, respected, and treated with dignity; sexuality is accepted as a healthy part of being human. In such a space, all people would be celebrated for who they are and provided with the economic, educational, and social opportunities to reach their full potential.

AIDS Alabama/AIDS Alabama South is an equal opportunity employer.

Employee’s signature

Date

Human Resources signature

Date