

Lookout Mountain Community Services
Job Announcement

JOB TITLE	POSITION NUMBER
Clinic Supervisor	
POSTING DATE	DEADLINE DATE
October 31, 2019	Friday, November 8, 2019
POSITION LOCATION	
Lookout Mountain Community Services Dade and Walker County	
GENERAL NATURE OF JOB DUTIES	
<p>Lookout Mountain Community Services outpatient clinic manager needed in our Trenton and Lafayette offices.</p> <p>Supervises/oversees the delivery of clinical services in an outpatient setting. Provides supervision to staff and works with other service providers to ensure quality care is provided. Works with other, internal departments to ensure that standards of care are met. Provide direct care to individuals and group counseling to adolescents and adults in areas of mental health and substance abuse, handle client concerns and grievances, assist and work as a team with other managers and employees and manage and oversee general clinic needs such as staffing and scheduling.</p> <p>Be able to oversee and coordinate the planning, development, scheduling and implementation of health care programs within agency. Works closely with operations to ensure quality and accessibility to mental health care needs.</p> <p>Participates in development of clinical policies and procedures to ensure adherence to state and federal regulations along with accrediting entities. Provides guidance, support and feedback to clinical staff while maintaining professionalism and ethical codes. Primary hours of work are Monday – Friday, 8:30 am – 5:00 pm with occasional evenings.</p>	
MINIMUM QUALIFICATIONS	
<p>Has earned Master's from an accredited university. Licensed or Licensed Eligible as a Clinical Social Worker, Licensed Professional Counselor, or Licensed Marriage and Family Therapist by the Georgia Composite Board of Professional, Social Workers, Counselors, and Marriage and Family Therapists. Must have a minimum of 2 years management experience and a minimum of 3 years direct care experience.</p> <p>Preferred Qualifications: Experience working in a community mental health setting.</p>	
HOW TO APPLY	
<p>Applicants should submit a Lookout Mountain Community Services Application to the following:</p> <p style="text-align: center;">Lookout Mountain Community Services ATTENTION: Human Resources Department PO Box 1027 LaFayette, GA 30728 E-Mail: Jobs@LMCS.org Telephone: 706-638-5580 x 4114 FAX: 706-638-5445</p> <p><i>Lookout Mountain Community Services Application can be found at www.lmcs.org or contact 706-638-5580 x 4114</i></p>	<p>Applications/resumes should be filled out carefully and completely with the last ten years of work history included. Attach documentation to support education/training/licensure certification. If your application/resume is not complete you may forfeit the opportunity of an interview. Keep a copy of your application/resume. Copying service is not available at LMCS.</p> <p>Due to the volume of applications/resumes received we are unable to provide information on your application/resume status over the phone. Applicants who are selected for an interview will be contacted to arrange for an interview. Applicants who have a disability, which require special accommodations should contact the Human Resources Department.</p> <p style="text-align: center;"><i>In-House applicants will be considered prior to applicants being considered outside the agency.</i></p>

This position may require pre-employment drug testing
An Equal Opportunity Employer