



Jewish Family Services of Silicon Valley

Manager of Clinical and Social Work Services Job Announcement

Job Summary

Under the direction of the Director of Clinical and Social Services, the Manager of Social Work and Clinical Services will oversee the clinical and social work operations of the agency, primarily for **JFS SV's Center for Aging and Caregiver Services**. The Manager of Social Work and Clinical Services will provide leadership, training, planning, and direction for all clinical, care management and social work staff to ensure that the therapeutic and psychosocial needs of JFS SV clients are met with appropriate and quality practices. The Manager of Social Work and Clinical Services will establish consistent clinical and social work protocols throughout the agency. This individual will also maintain a small caseload of clients who wish to receive therapy services, including older adults, adults, young adults, couples, and families.

Key Areas of Responsibility

- Provides clinical oversight of clinical and social work staff, including auditing to monitor efficiency and compliance with policies and practices.
- Facilitates training for clinical and social work staff to develop their core competencies.
- Participates in staff meetings and clinical conferences.
- Establishes and enhances consistent clinical and social work policies, procedures and practices for clinical assessment procedures and delivery of clinical services.
- Provides case review as needed to ensure that treatment/care plans are appropriate, and case record documentation are of high quality and conform to agency policy and procedures, practices, and standards.
- Reviews and keeps current with the professional literature and trends with the diagnosis and treatment of individuals of all age groups.
- Facilitates JFS SV client conference meetings.
- Facilitates JFS SV clinical supervision meetings.
- Supports the agency to develop billing strategies with health care funders including Medi-Cal, Medicare, and private health insurance.

- Provides supervision of mandated hours for ASW social workers who are seeking their licensure.
- Completes assessments, provides diagnosis and treatment/care plans for a small caseload of clients.
- Provide individual, couples and group therapy which is evidence based for their specific diagnosis/need.
- Maintain complete, accurate, timely and HIPAA compliant documentation.
- Participate in special projects, and assist with additional duties or tasks, as assigned

Compensation and Benefits

This position is full time, 37.5 hours/week.. Salary is commensurate with qualifications and experience of the selected candidate. Benefits package includes excellent medical, dental and vision care; company contributions to 403B retirement plan; generous paid time off (incl. secular as well as Jewish holidays and vacation); 100% paid membership to onsite fitness center; supportive colleagues; and a positive work environment on a beautiful campus.

Required Qualifications and Experience:

- A Master's Degree in Social work, Social Welfare, Psychology, or related field, LCSW or LMFT with two years post licensure experience.
- Credentialed by CA BBS to provide clinical supervision to LSW's.
- Three years of full-time social work or casework employment in the field aging **or** mental health services.
- Prior supervisory experience a plus.
- A deep understanding for providing trauma informed psychotherapy services.
- At least 5 years' experience working with underserved and disadvantaged populations.
- Exemplary people management skills, and effective team leadership skills.
- Cross-functional collaborative capacity.
- Ability to either take direction or work independently as the situation requires.
- Strong supervisory skills and proven success supporting staff development and empowerment.
- Working knowledge of family systems and their impact on mental health within the family.
- Skill in applying varied interventions with individuals/families in crisis.
- Skill in working with a variety of cultures.

- Understanding of social service systems, with particular emphasis on the older adult system of care.
- Flexible, energetic, and outcomes-oriented initiative-taker who brings a creative approach to solving problems.
- Able to model a responsibility to self-awareness and awareness of others to recognize that individuals bring unique backgrounds, beliefs, values, and worldviews. View racial and cultural differences as assets to the organization.
- Committed to JFS SV's dedication to thread accountability across all efforts to support and sustain a racially and ethnically equitable organization. Demonstrate a passion of advancing organizational DEI/B objectives and influencing others to approach all work with an equity lens. Promote processes and communication that encourage organizational cultural competence and inclusion.

Jewish Family Services of Silicon Valley is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind.

We are committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment.