



Clinical Director

Department: Administration

Reports to: Deputy Director for Client Services

Supervises: Therapists, Interns, and any other relevant staff

Status: Full Time/Exempt

Grade: 2

Compensation Range: \$70,000-\$85,000 annually (depending on experience)

Position Summary

The Clinical Director directs and supervises Enlace Comunitario therapists, provides a range of psychological assessment, diagnostic, therapeutic, and/or case management-related services for children, adults, groups, and/or families, as appropriate to the specific expectations of the position. The Clinical Director provides leadership to the client advocate department and the clinical/therapy department. The Clinical Director may provide practical training and guidance to professional interns and/or paraprofessional staff, as required.

Essential Duties & Responsibilities

- Provides psychotherapy to children, adults and families as appropriate to the position; prepares treatment plans, discharge plans, and follow-up care programs; provides therapeutic crisis intervention and emergency services as required.
- Lead weekly clinical staffing and supervision with clinical staff including therapists and lead case manager.
- Provide Individual supervision on a weekly basis with each therapist and therapy intern.
- Manage EC clinical trainings and budget. Keeps track of clinical staff's training and ensures staff completes required annual training hours.
- Collects data about clients as required.
- Provides casework management of a specialized caseload, as appropriate to the requirements of the individual position.
- Reviews and signs off on clinical assessments.
- Completes clinical supervisory reviews in Clienttrax database for clinical cases at least once a month.
- Provides and/or arranges for therapeutic interventions as appropriate for children or women in a crisis condition and for those with serious disturbance problems.
- Follows up to determine reliability and validity of treatment used; makes recommendations regarding modification to services and service delivery.
- Consults with other legal and treatment agencies and individuals in relation to patient/client records, rights, and responsibilities.
- Consults with other therapists and related professional and paraprofessional staff, as appropriate, in the performance of therapeutic and/or casework; refers clients to appropriate service agencies as required.
- Participates in the review of clinical issues and program policies and procedures.
- Coordinates training sessions/workshops for clinical team as well as for all staff to enhance service delivery.
- Documents all client encounters and contacts made on behalf of clients.
- May lead paraprofessionals in performance of clinical duties.
- Serves as program director for assigned grants and contracts, and as such writes required program reports.
- Participates in agency leadership team meetings and projects.



- Participates in agency strategic planning and organizational development related to therapy services
- Assists with data gathering and research.

In addition to the essential duties outlined above, the Clinical Director will:

- Be committed to advancing immigrant rights, gender equity, and socioeconomic justice;
- Be committed to advancing Enlace's mission, vision, core values, and programmatic goals;
- Leverage best practices for facilitating positive, constructive interpersonal communication—including an ability to navigate and resolve conflict in a manner that values and respects relationships with colleagues and community partners; and will engage in direct communication with a solutions-oriented approach;
- Be highly organized, self-motivated, detail-oriented, creative, and demonstrate excellent time management in managing multiple projects;
- Exercise emotional maturity and a sense of humor in resolving pressing issues or project components;
- Be a collaborative team player who shares responsibilities, and supports and acknowledges colleagues' contributions;
- Respect differences in race, ethnicity, age, gender, gender identity, gender expression, sexual orientation, religion (or lack thereof), ability, arrest or conviction history, socioeconomic status, and immigration status; and
- Be flexible to manage other duties as assigned.

The duties and responsibilities outlined above do not comprise a comprehensive list and are intended to provide a representation of the general nature and level of work performed by an employee in this capacity. Enlace maintains the right to augment, realign, or remove duties and responsibilities as business dictates.

Knowledge, Skills, & Abilities

The following characteristics are essential to the performance of this position.

- Must have experience in CBT, EMDR therapy modalities;
- Knowledge and understanding of clinical social work and mental health counseling principles, methods, procedures, and standards;
- Interviewing and psychological evaluation skills;
- Experience in client case management and knowledge of state laws and regulations;
- Ability to apply mental health counseling methods and techniques with experience in crisis intervention techniques;
- Ability to maintain emotional stability to cope with human suffering, emergencies, and other stresses;
- Ability to evaluate the progress of therapeutic programs and to make individual modifications;
- Knowledge of legal and ethical issues related to patients' rights;
- Knowledge of community mental health resources;
- Knowledge and understanding of clinical counseling principles, programs and methodology;
- Familiarity with Nurtured Heart, Circle of Security, or similar approaches to therapy for children who have experienced trauma or witnessed abuse;



- Understanding and/or training in trauma-informed therapeutic practices, supervision, and agency operations;
- Ability to develop and present educational programs and/or workshops on different methodologies;
- Experience in provision of direct therapeutic mental health services and treatment planning as part of a therapeutic services team of professional and /or paraprofessional staff;
- Experience in patient psychosocial evaluations;
- Ability to determine appropriate therapeutic approaches of referral of patients in consultation with other professionals;
- Ability to conduct training on life skills and parenting for parents and children; and
- Must have strong verbal and written communication skills in both English and Spanish.

Please note: an individual is not required to disclose information about mental or physical limitations that may potentially interfere with work performance. However, a reasonable accommodation is only possible if Enlace is notified of modifications that may be necessary for the individual to adequately perform the duties of the position.

Enlace is an equal opportunity employer. We value a diverse workforce and an inclusive workplace culture. Enlace encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity and expression, age, national origin, marital status, immigration status, disability, or veteran status.

Position Qualifications

- Master's Degree in Counseling, Social Work, or directly related field.
- Minimum 5 years counseling experience and must be independently licensed in the state of New Mexico. Supervision licensure preferred.
- At least 3 years of prior supervision experience preferred.
- Bilingual (Spanish/English) communication skills required.

Employment Screening & Compliance

- Employee will be subject to a CYFD background check;
- Employee must comply with all Enlace operational policies, especially those involving the safety of fellow workers, volunteers, and clients/customers;
- Employee must maintain a current and valid driver's license to perform work duties if position requires activities that necessitate travel by motor vehicle; and
- Employee must have and maintain a clean driving record.

Enlace Work Environment

- Most essential duties are performed in an office environment with exposure to a variety of business equipment and other pertinent materials normally found in this type of work setting;
- Work is normally performed in an area permitting partial-to-total privacy; and
- Work duties often require travel to other locations throughout the city, state, and country.



To Apply. All applicants must submit a cover letter, resume, and three (3) professional references to jobs@enlacenm.org with the subject line "Clinical Director Application" or mail to: Enlace Comunitario c/o Human Resources (2425 Alamo SE Albuquerque, NM 87106).