



<b>Position Title:</b>	Clinical Program Manager	<b>FLSA:</b>	Non -Exempt
<b>Original Date:</b>	8/12/2024	<b>Reports to:</b>	Clinical Director
<b>Contact:</b>	<a href="mailto:lindsey@centrosanar.org">lindsey@centrosanar.org</a>	<b>Revised Date:</b>	8/12/2024

**Organization’s Description:** Centro Sanar’s mission is to accompany community members in their journey to heal and thrive by providing accessible mental health services. Centro Sanar provides and collocates with organizations on Chicago’s southwest side in the Brighton Park, Gage Park and Back of the Yards neighborhoods. Centro Sanar takes a strengths-based, trauma informed, multi-systemic approach and views violence and trauma in Chicago as a systemic issue that disproportionately affects communities of color. We offer individual and group therapy, family support services as well as clinical care management services to uninsured and under-insured adults. Learn more about us at: [www.Centrosanar.org](http://www.Centrosanar.org)

**Position Description:** The role of the clinical program manager is to provide oversight and programmatic direction to the therapeutic family support services at Centro Sanar. These services include family therapy, parenting groups, family wellness services and workshops and perinatal group therapy. This role includes providing weekly and consistent clinical supervision to at least three front level clinicians and/or MSW student interns at Centro Sanar. Clinical Program Manager would clinically supervise any additional staff for interns that support the therapeutic family support services at Centro Sanar. Clinical Program Managers are responsible for onboarding and training the staff and interns they supervise. This position would also be tasked with growing our community partners and relationships with service providers who work in the youth, family and perinatal mental health and wellness spaces. Clinical Program Manager are also expected to co-facilitate groups and workshops related to our therapeutic family support services. This position is expected to provide leadership and contribute to the programmatic direction of Centro Sanar’s mental health program. The clinician who takes this role should have an interest in teaching and guiding other clinicians and students who have an interest in learning Centro Sanar’s approach to community based mental health services.

**Position Responsibilities:** The applicant must have experience offering clinical services and clinical support to BIPOC clients in the Latinx community and be bilingual and bicultural in Spanish and English. Responsibilities will include but not be limited to training and supervising staff, providing group therapy, providing community presentations and educational workshops, conducting one-on one meetings with current and future community partners. Services will need to be offered in a variety of hours and community based settings to reduce barriers to services typically faced by residents of the southwest side. The Clinical Program Manager would need to provide one and a half hours of weekly supervision to their supervisees and be available to guide and train other Centro Sanar team members when needed.

**Essential Functions (list in order of importance including measures)**

1. Provides direct group therapy services. Clinical services will include but not be limited to phone intake, in-person biopsychosocial assessments, and weekly group therapy sessions in various community settings. **20%**
2. Provides clinical supervision to clinicians and student interns to teach, guide and process their work at Centro Sanar. This includes appropriate documentation for student interns like educational plan, mid-term and final evaluations and site visits. **40%**
3. Participates in program planning and evaluation activities, including routine check-in meetings with other clinical program managers, clinical supervisors and clinical director. As well as developing new program, systems and process and procedures for the family support therapeutic services. **20%**
4. Documents all interactions and services provided in their client's case file and manages files according to regulatory requirements. **10%**
5. Provides off-site educational workshops through community outreach and meeting with new and existing community partners **10%**
6. Performs other activities as needed and percentages will shift as the program evolves.

**General Job Requirements** *(List any required knowledge, skills, experiences or training, including length of time necessary for proficiency, required to perform the job.)*

- Licensed clinical social worker (L.C.S.W) by the State of Illinois or equivalent experience preferred. Expected to obtain LCSW within 6 month of hire or transition.
- Masters degree in Social Work, Psychology, Professional Counseling, Marriage and Family Therapy, Sociology or related field.
- Three to five years of experience serving the immigrant Latinx population providing clinical mental health services.
- Two to Three years of experience providing: leadership, teaching, management, coaching and/or supervision to other mental health clinicians.
- Bicultural and bilingual English/Spanish required.
- Ability to work well both independently and as a team member.
- Ability to work weekends and/or evenings.

**Machines, tools, equipment and work aids required:** General office equipment

**Salary:** Range is \$75,000 to \$80,000 a year. Amount offered based on current available funding.

**Benefits:** Employer 100% cost coverage of Medical, Vision, and Dental employee coverage. 401k plan available.

**Time off:** PTO 20, 4 Mental Health days, birthday, and all Federal Holidays observed, plus summer and winter break.

**Supervision:** 1.5 hours weekly Clinical/Admin Supervision w/ Clinical Director, 1 hour weekly meeting with other clinical program manager and clinical director, twice a month check-ins w/ development and fundraising team. Check in as needed. Reflective supervision style.



CENTRO SANAR

**Modalities Offered to Clients at Centro Sanar:** Trauma Informed Therapy, talk and relational based therapy, Cognitive - Behavioral Therapy (CBT), Short-Term Solution Focused Clinical Care Management, Short-Term Solution Focused Family Therapy, Dialectical Behavioral Therapy (DBT), Eye Movement, Desensitization and Reprocessing (EMDR), and Somatic Experiencing.

**Professional Development Opportunities:** Funds are budgeted for individual staff professional development as well as team wide training and learning opportunities.

**To apply:**

- Email resume to [info@centrosanar.org](mailto:info@centrosanar.org)
- Subject Line: Clinical Program Manager application