

DBTteens Evening Program Supervisor Job Description

The Evening Program Supervisor is a clinical leader who has excellent communication skills, energy, and investment in innovatively providing high-quality mental health service.

Evening Program Supervisor Demonstrates:

- Comfort with texting, app usage, phone contact, and Zoom/other HIPAA-compliant video chat software.
- Comfort with providing all clinical services within the spirit of DBT.
- Understanding of how to both be authentic and hold professional boundaries.
- Clear writing skills.
- A sense of humor and openness to learning.
- Commitment to training and self-improvement.
- Openness to receiving feedback.
- Ability to be both flexible and consistent.
- Demonstrated pattern of good judgment.
- Experience Supervising clinicians and/or a team.
- Experience facilitating group therapy/classes.

Requirements for Evening Program Supervisor:

- NH license to provide mental health service/therapy.
- ME, MA and VT licenses are a plus!

Hours: M, Thu, Fri 5:00-8:30 pm; and Tu, Wed 4:00-8:30 pm
20 hours/week total

Tasks:

- Clinical group facilitation, to include (but is not limited to) a combination of group skills classes and evening meetings.
- Attend two team consult meetings/week with high engagement.
- Work collaboratively with all staff involved to resolve client emergencies that occur during program hours.
- Daily, thorough, prompt record keeping, completed by the end of the shift.
- Openness to continue improving DBT skills through weekly supervision with Program Director.
- "Open Door" to support staff.
- Work with the Clinical, Program and Executive Directors in order to improve evening program curriculum.
- Provide coverage for other programs when directors are on vacation.
- Group supervision for skills class facilitators.
- Oversee diary card submission.
- Chart audits.
- Other tasks as determined by Clinical Director, Program Director, and Executive Director to improve successful treatment outcomes of all participants and support program staff.

Compensation: Hourly rate based on experience.

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