



Invitation to Apply for: Peer Program Clinical Director

Agency Mission: A peer supported community-building hope

Capital Recovery Center (CRC) is a non-profit peer-based organization providing behavioral health services. Located in Olympia Washington, based at the southern tip of beautiful Puget Sound, the agency has been providing harm reduction/peer-based services for over thirty years.

The Peer Program Clinical Director is a full-time, exempt senior management position, providing program development and oversight for the day-to-day administration along with clinical oversight of Peer Support Specialists of the Peer Program. The Peer Program Clinical Director provides strength-based, recovery-oriented intakes and assessments. Attends all management, community, and all-staff meetings and attends Board meetings when possible.

Qualifications

- Be a designated Washington Mental Health Professional
- Have experience as an MHP in a Medicaid setting
- Have supervisory experience
- Understand peer-related services and a recovery focus
- Able to build relationships with participants and maintain boundaries that enhance a mutually beneficial partnership built on the principles of recovery; and,
- Able to pass Washington State background check.
- Able to provide services in a strength-based, non-judgmental manner while supporting individual progress toward recovery
- Ability to take direction and be part of a team



Principle Responsibilities:

- Implement and ensure that policy and procedures are up to date and followed in all aspects of the Peer Program.
- Ensure that all program activities are undertaken within HIPAA regulations and confidentiality maintained.
- Ensure complete, timely and accurate documentation of client visits, provide up-to-date statistics and information needed for all grants and reporting
- Responsible for the clinical supervision of all program staff
- Ensure all communication from clients, community members, and others is reviewed and responded to
- Conduct intake assessments and recommend service based on peer support and other resources
- Facilitate groups
- Ensure that all clinic staff receive ongoing training covering all requirements and training is documented
- Attend and facilitate weekly program meeting and other meetings as appropriate.
- Handles and resolves client complaints/grievances as per policies and procedures.
- Ensure dissemination of relevant information to clinic staff, providers, and management.

Perform other job-related duties as assigned

Compensation: competitive salary and benefit package

To apply, please email your resume and a cover letter to Katrina McCoy at katrina@crcoly.org by May 24, 2021