



Safe
Embrace

A Full Service Intimate Partner Violence Intervention & Prevention Program

POSITION: Clinical Director, Licensed Clinical Social Worker (LCSW)

COMPENSATION: Competitive Rate, DOE

EMPLOYMENT STATUS: Hourly, Full-time (32-40 hrs/wk.) or Part-time (w/Licensure Intern Supervision)

REPORTS TO: Executive Director

ORGANIZATIONAL DESCRIPTION:

Safe Embrace is a 501(c)(3) Nonprofit Corporation that has been serving the Reno-Sparks community for more than 16 years. We are committed to ending the cycle of intimate partner violence through innovative prevention and intervention services. Safe Embrace operates a 24hr. Crisis Hotline, 90 day secure emergency shelter, and comprehensive transitional housing program. We facilitate survivor support and education groups and provide individualized advocacy, case management support, and therapy for survivors of domestic violence and sexual assault (and their children). All of our survivor services and programs are focused on healing, empowerment and self-esteem building. Safe Embrace also works at the grassroots-level to educate our community about the issues of Domestic Violence and Sexual Assault.

JOB DESCRIPTION:

Reporting to the Executive Director and the Programs Committee of the Board of Directors, the Clinical Director will oversee all aspects of the Clinical Program.

MINIMUM QUALIFICATIONS:

- Licensed Clinical Social Worker (LCSW) with current Nevada licensure in good standing.
- Licensed for a minimum of two years.
- Able to produce three professional references who can attest to recent clinical work.
- Ability to produce and maintain accurate clinical records.
- Experienced in crisis intervention, trauma counseling, and conflict resolution.
- Experienced with residential and outpatient counseling programs.
- Experienced with recovery, mental health, and other co-occurring disorder programs.
- Understanding of the dynamics of interpersonal violence.
- Ability to provide compassionate and appropriate support to victims of sexual violence/interpersonal violence.
- Must be able to pass drug test, and State of Nevada and U.S. Federal background/criminal screen.

DESIRED QUALIFICATIONS:

- Experience with program design, medical billing policy/procedure, and program management.
- Experience providing clinical supervision to interns.
- Experience working with addiction and chemical dependency in a residential and/or intensive outpatient programs.

PO Box 3745 📍 Reno NV 89505
775.322.3466

www.safeembrace.org 📍 employment@safeembrace.org



DUTIES & RESPONSIBILITIES:

Senior Management Functions

- Collaboratively develop and implement a measurable trauma-informed clinical approach for supporting survivors of domestic violence and sexual assault –must complement existing programs.
- Collaborate with the Executive Director, Program Director, and Board Programs Committee on the development of policies and procedures relating to client services & programs.
- Document/report demographic data, program progress and concerns, and maintain accurate and thorough client records. Ensure adherence to the required HIPPA and documentation requirements as identified by county, state and federal regulatory agencies.
- Develop/maintain relationships with clinical intern placement agencies (UNR, Simmons, etc.). Supervise up to 3 interns per semester (preferably Masters or Licensure-level candidates).
- Participate in regular client-staffing meetings.
- Evaluate all clinical staff annually.
- Promote clinical outpatient services, build referral network for the new program.

Direct Client Services & Program Support Functions

- Maintain consistent weekly Office Hours and facilitate individual therapy sessions, for survivors and their children, at the Safe Embrace Administrative Office.
- Perform an initial clinical program *Residential Intake/Assessment* on all incoming residents. Staff significant findings with residential program advocates to ensure coordinated implementation of treatment plans and service utilization such that the comprehensive care of clients reflects the philosophy and objectives of Safe Embrace.
- Provide clinical support/response to resident crisis at program site(s) as needed.
- Develop curriculum, support curriculum development, facilitate trainings, and/or facilitate client support or educational groups as needed.

APPLICATION PROCESS:

- Candidates who do not meet the minimum qualifications (pg.1) will not be considered.
- Resumes received without a cover letter will not be considered.
- Send cover letter & resume/CV to director@safeembrace.org.

Safe Embrace celebrates the diversity in our nation, community and staff. We will not discriminate on the basis political or religious affiliation, race, ethnicity, national origin, age, sexual orientation, economic status, marital status or other non-merit factors.

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