Position: Co-located Program Coordinator (Unlicensed Clinician)
Reports to: Co-located Program Director
Supervises: Integrated Care and Children First Programs
Position Hours & Start Date: Full-time June 1, 2022. Application open April 15, 2022.

POSITION OVERVIEW: This position serves as support of our co-located programs, where the organization brings mental health services to where people already live and receive care. The co-located programs (Integrated Care and Children First) are in varying stages of development and this position will support the implementation of programming as determined by the Co-located Director. Ongoing investment in existing partner relationships, management and clinical support of the co-located care team composed primarily of unlicensed therapists, and direct service delivery. This position will work collaboratively with the program team, supervisors, and larger community at Maria Droste and guide and participate in relevant meetings and training. If this position were filled by an unlicensed clinician, training and supervision towards licensure will be provided.

REQUIREMENTS:

Service:
- MA or doctorate degree in relevant field and working towards licensure in Colorado
- Experience providing counseling, crisis intervention, and care-coordination to diverse youth and adult clients.
- Lens of trauma-informed models of care.

Learning:
- Commitment to advancing curriculum and training for unlicensed clinicians
- Desire to grow in program management skills
- Commitment to developing multicultural practice and application to training

Community:
- Desire to work with partner sites for service delivery
- Passion for working in a non-profit setting, supporting co-located programs and nurturing newer clinicians to advance the mental health workforce for underserved populations.
RESPONSIBILITIES:

- **Partnerships**
  - Work collaboratively with counterparts at various partner organizations, filling and training clinical roles within the program, addressing volume and workflow issues.

- **Program & Provider Coordination**
  - Collaborate with other program staff to develop coherence and ensure compliance across all programs
    - Support clinicians serving partner site
    - Ensure internship expectations are met by providers
    - Ensure provider compliance with documentation and billing requirements

- **Direct Service**
  - Maintain a client caseload and complete 48 billable services monthly.
    - Complete timely and accurate documentation in EHR in line with program and compliance policies and procedures.
  - Provide clinical supervision (group or individual) to one or more trainees.
  - Provide admin training and support to direct reports

COMPENSATION & BENEFITS

- $20/hour
- 4 weeks PTO/sick leave, 100% paid Employee healthcare benefits, 403b plan, gym on site, paid parking
- Remote work policy (2 days/week remote)
- Colorado Service Corps Eligible Site
- Public Student Loan Forgiveness eligible
- Professional development and certification opportunities
- Access to clinical professionals for peer consultation and support
- Mission oriented organization with strong reputation in the community

Maria Droste Counseling Center is an equal opportunity employer.

Learn more about us at our website: [https://mariadroste.org/about-us](https://mariadroste.org/about-us), or [click here](https://mariadroste.org/about-us).