

**FRANKLIN COUNTY
COMMUNITY BASED CORRECTIONAL FACILITY**

JOB TITLE: Clinical Manager
JOB LOCATION: 1745 Alum Creek Drive, Columbus, Ohio 43207
BENEFITS: Medical, dental, vision, prescription drug, mental health/chemical dependency, life insurance plans; retirement through Ohio Public Employees Retirement System (OPERS); optional deferred compensation plans; and sick, vacation, and personal leave.
ANNUAL SALARY: \$58,418
SEND APPLICATIONS TO: 1745 Alum Creek Drive, Columbus, Ohio 43207
OR ON-LINE AT: WWW.FCCBCF.ORG
DATE POSTED: October 6, 2017 **DEADLINE:** Until Filled

AN EQUAL OPPORTUNITY EMPLOYER

ESSENTIAL FUNCTIONS:

Responsible for the supervision of the clinical/mental health, medical, academic, substance abuse and volunteer programs of the CBCF. Assists the Senior Program Manager with the development, implementation and evaluation of the CBCF programs. Coordinates and has significant contact with multiple community agencies; i.e., mental health agencies, faith based groups, courts, probation departments, and others. Ensures that assigned program areas comply with governing standards and regulations. Responsible for the timely assessment of residents' mental health, chemical dependency, medical and academic needs. Responsible for appropriate recommendations and referrals based on standardized assessment. Works to ensure interdepartmental coordination of all operations and programming. Assists in the training of staff. Facilitates groups and provides individual counseling and crisis intervention. Maintains appropriate documentation. Responsible for the development and coordination of the day-to-day treatment operations. Maintains a safe, secure and sanitary environment within assigned areas. Ultimately, oversees the scheduling and activities for assigned staff. Responsible for monitoring resident behavior, structured movement and control of residents and activities occurring in assigned areas. Ensures compliance with minimum operating standards from federal, state and local authorities. Assists Senior Program Manager with budgeting, policy development and recommendations for hiring of personnel. ***Position requires some work on weeknights and weekends and has on-call status.***

PHYSICAL DEMANDS:

Work involves a significant amount of standing, walking, sitting, talking, listening, stooping and reaching with hands and arms. Must be able to transfer up to fifty (50) pounds. Visual ability sufficient to operate equipment and supervise individual and groups of adult offenders.

QUALIFICATIONS:

Must be able to type 20 words per minute and have proficient computer skills. Master's degree in the field of Social Work. LISW or LPCC and LICDC required. Three (3) to five (5) years' experience supervising/managing personnel preferred. Good oral and written communication skills and the ability to exercise initiative and independent judgment within a team approach are important. Must possess valid Ohio driver's license and a good driving record.

SPECIAL REQUIREMENTS:

Resumes, personal statements, letters of reference, training records or any other pertinent information may be included but not substituted for the application. Applications will not be accepted prior to the posting date or after the submission date indicated above. The person selected will have to undergo a full field background investigation and drug screening.

The Community Based Correctional Facility of Franklin County is an Equal Opportunity Employer and will not discriminate on the basis of race, color, religion, sex, national origin, disability, age or ancestry of any person.