

Minnesota Indian Primary Residential Treatment Center, Inc – Thunderbird-Wren Halfway House is seeking a skilled Clinical Director to join our team. Thunderbird-Wren Halfway House is located in Morgan Park – Duluth, MN. Thunderbird-Wren Halfway House provides a chemically-free, supportive home environment to Native American adults recovering from problematic substance use.

The Clinical Director shall possess the skills and knowledge of planning and coordinating the activities of the client programming while striving to ensure quality of care is delivered. The Director is responsible to coordinate and supervise all counselors, direct support staff, and consultants within its program. The Clinical Director is responsible for advising the CEO and other management in matters that relates to the program and personnel practices. Thunderbird-Wren Halfway House operates in a collective and collaborative way, where every staff member is seen as having an important role in the program. The Director shall convene meetings, as needed, for staff members who provide services for the purpose of reviewing the programs' progress.

Job Duties & Responsibilities:

- Manages the day to day operations of the Thunderbird-Wren Halfway House
- Develop a weekly programming schedule and ensure its deliverance
- Conducts weekly case reviews with clinical staff
- Maintains knowledge of and adherence to all laws that govern state statute 245G and MIPRTC, Inc. program policies
- Assists with the development of new policies and procedures as needed
- Maintains current knowledge of changes in state clinical standards, and evidence-based practices
- Arbitrates formal client grievances as needed to ensure timely resolution
- Meet regularly with the CEO and other managers to discuss any and all pertinent issues to ensure all staff are on the same page regarding all operations of Thunderbird-Wren Halfway House
- Create a bi-weekly staff schedule that warrants adequate coverage, which includes coverage for absent staff to facilitate groups
- Provide performance reviews for clinical staff
- Assists in the recruitment, hiring, and training of all program staff and interns
- Attend relevant program and company meetings as assigned
- Generates and maintains referral sources
- Meet with the Board of Directors quarterly for updates on the program
- Other Duties as assigned

Requirements:

- **Must meet state qualifications of a Licensed Chemical Dependency Counselor**
- **In order to provide clinical supervision of LADC's; applicant must have three or more years of experience providing individual and group counselling to substance use disorder individuals.**
- **Must know and understand the implications on Minnesota Statutes 245G including sections 626.557, 626.5572, and chapters 245A and 260E**
- **Must be free of problematic substance use for at least three (3) years and willing to attest to length of sobriety**
- **Demonstrate an ability to work with management in a positive and collaborative fashion**
- **Demonstrate an ability to supervise and manage clinical staff**
- **Demonstrate an ability to supervise programming, including the understanding of administrative and business aspect of the program**

Qualifications:

- **Bachelor's degree in Counselling, Social Work, Psychology or other related field; Master's degree desired**
- **Outstanding communication, interpersonal, and leadership skills**
- **Must be able to organize and direct staff meetings, as well as present written and oral information in a clear and concise manner**
- **Subject to pass a background check through the State of Minnesota**
- **Subject to pass a drug test**
- **Subject to immunization review and submitted proof of required vaccinations**
- **Preferably of Native American heritage, and knowledge of the traditions and customs of various tribal entities**

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