



We house, feed, and support those in need with compassion and dignity.

Job Posting

Title: **Crisis Clinical Services Coordinator**
FLSA Status: **Full-time, Non-exempt**

Reports to: **Assoc Director of Clinical Services**
EEO Code: **2**

Overview:

St. Vincent de Paul Louisville is one of the longest serving social charities in Louisville. We are located in the up-and-coming Shelby Park neighborhood. Through our homeless shelters, community kitchen, supportive housing programs, professional case management, clinical services and retail thrift stores, *we house, feed and support those in need with compassion and dignity* on the path toward self-sufficiency.

Position Summary:

The **Crisis Clinical Services Coordinator**, is responsible for developing program components, facilitating services, partnering with community resources and monitoring program performance to best address the mental health and substance abuse needs of homeless or formerly homeless individuals and families residing on St. Vincent de Paul's campus. This position requires knowledge of and experience working with homeless persons, chemical dependency, mental illness, community resources and delivery of direct services to clients. ***This position is 2nd shift.**

Essential Duties and Responsibilities:

- Provide clinical services for SVDP clients through individual and/or group therapy, crisis intervention, and psycho-educational classes
- Conduct mental health and/or substance abuse assessments on referred clients
- Facilitate topical group sessions surrounding mental health and/or substance abuse for SVDP clients
- Coordinate with external service providers to ensure accessible supportive services for clients with mental health or substance abuse issues
- Maintain appropriate documentation in the form of assessments, treatment plans and progress notes
- Maintain active communication with case managers regarding referred clients
- Participate in program activities to assist program staff in determining appropriate goals and services for clients and to guide/educate staff on mental health and substance abuse issues
- Collaborate with external agencies regarding specific client needs
- Attend staff meetings, case conferences and other relevant meetings pertaining to referred clients
- Serve as task supervisor, collaborate with and provide assistance to SVDP licensed Social Work staff for Practicum Students
- Facilitate staff trainings surrounding mental health and substance abuse issues
- Work cooperatively with the MH/SU staff in assisting in the research and development of best practices within the mental health and substance abuse service field
- Assist the Associate Director of Clinical Services in monitoring expenditures of grant funds for program and client activities
- Provides clinical expertise, training and support to SVDP staff in mental health and substance abuse to inform services and client interactions.
- Other duties as assigned

Knowledge, Skills and Abilities:

- Knowledge of the principles, philosophies, procedures, techniques and standards to optimize mental health and substance abuse counseling practice
- Demonstrated ability to:
 - Analyze complex social problems and develop effective solutions
 - Interpret and apply a variety of legal requirements and policy standards
 - To select, supervise and evaluate the performance of others as required
 - To organize and maintain cooperative relations with community groups and other public and private agencies
 - To speak effectively and provide clear and concise written reports
- Excellent organizational skills including planning, budgeting and computer skills
- Demonstrated leadership qualities and management skills
- Extensive knowledge of community resources

Education, Qualifications, Certifications, Trainings, Licenses:

- Master's degree in social work, psychology or related field
- CSW or equivalent required
- Certified Social Worker licensure or equivalent through the state of Kentucky required
- Licensed Clinical Social Worker, (Licensed) Certified Drug and Alcohol Counselor, Licensed Marriage and Family Therapist or Licensed Clinical Psychologist preferred
- Candidates who have not already obtained a LCSW credential are required to participate in Agency Provided Supervision for the purpose managing clinical practice
- Successfully pass any required pre-employment background and drug screening
- Commitment to the Mission, Vision and Values of St. Vincent de Paul Louisville
- Valid Driver's License

Reporting to this position: Practicum Students when applicable

Benefits/Additional Information:

In addition to a sense of purpose and pride that comes from serving others, eligible employees enjoy paid holidays, paid leave, paid Life/Short/Long Term Insurance as well as access to SVDP's Section 125 Health and 401(k) Retirement Plans.

St. Vincent de Paul Louisville will conduct a thorough background investigation as part of its application process. Investigations are not limited to, but will include review and verification of the following: previous employment, character references, motor vehicle reports, personality and aptitude testing, drug screening and a comprehensive criminal background and credit check.

Apply online: www.svdplou.org

Email cover letter and resume to: mtull@svdplou.org

Apply in person:

St. Vincent de Paul Louisville
1015-C South Preston St
Louisville, KY 40203

Mail cover letter and resume to:

St. Vincent de Paul Louisville

Attn: HR Director

PO Box 17126

Louisville, KY 40217-0126

Cover letters are appreciated.

St. Vincent de Paul Louisville is an Equal Opportunity Employer and absolutely committed to diversity. (M/F/D/V)