



Job Description: **Clinical Director**
Reports to: **Executive Director**
Supervises: **Therapists, Case Managers, Interns**
Status: **Full-Time FSLA Exempt**

Organizational Background

The Program for Torture Victims assists the courageous survivors of state-sponsored torture and persecution who have stood up for freedom, equality and human dignity. Since 1980, PTV has helped new U.S. immigrants, seeking asylum from over 70 countries, heal their physical and psychological wounds, and start a second life here in California. The first human rights health organization of its kind in the country, PTV pioneered comprehensive medical, psychological and social services that empower refugees to heal, become self-sufficient, and work toward a world without torture.

Job Summary

The Clinical Director heads PTV's mental health care and social service programs — providing leadership and supervision in psychological assessment, treatment, department policy, coordination, evaluation and training. She/he teams with the Executive Director to develop, plan and implement strategies to manage program growth and ensure self-funding and sustainability of the clinical program. S/he also provides direct services to clients including assessment and therapy and provides expert witness and testimony (in person or by affidavit) in asylum hearings, immigration court and in international courts. Additionally, s/he oversees the training of health care professionals and educates the general public on the effects of torture. We estimate the current work responsibilities as 50% administrative, clinical supervision, data/paperwork management, and training; and 50% direct mental health care, evaluation, treatment and affidavit preparation.

Overview of Responsibilities

- Oversees high-quality mental health and social services to survivors and their families in alignment with the standards and philosophy of PTV.
- Manages all mental health and social services staff, consultants, interns and volunteers which include hiring, direct supervision, training, evaluation, corrections and improvement plans.
- Formulates internal clinical policy, based on best practices, that improves survivor care, health outcomes, efficiencies and legal compliance including HIPAA.
- Develop, plan and implement strategies to manage program growth and ensure self-funding and sustainability of the clinical program in accordance with PTV's Strategic Plan.
- Develops goals and benchmarks and evaluates the performance of the clinical program. Leverages technology for efficacy, efficiency and compliance.
- Ensures clinical staff fulfillment of workload assignments, progress notes, treatment plans, data collection and paperwork in a timely manner. Monitor clinical staff and intern/volunteer service statistics (utilization), client files/database records and contract compliance.
- Works in peer partnership with the Medical Director. Provides coordination of care and works collaboratively within the context of a multidisciplinary team model. Provides input to treatment team members regarding client's psychological and psychiatric needs and seeks input from treatment team members about physical progress.
- Conducts individual and group therapy sessions, forensic psychological evaluations and documents the psychological sequelae related to torture. Authors psychological affidavits for asylum hearings, and immigration or international courts as requested. Serves as expert witness by phone, video or in person when requested by attorneys or courts.

- Build relationships within the social service community. Partner with Executive Director to increase program capacity through innovative partnerships and collaborations with other organizations.
- Recruits, selects, supervises and coordinates social work or therapy interns. Manages outreach and maintain working relationships with graduate schools.
- Works with External Relations staff to funnel client success stories, and identify survivors that would benefit from advocacy roles such as the speakers bureau or Survivors Council.
- Participates in PTV staff meetings, and shares leadership of clinical meetings and client conferences with the Medical Director.
- Provides consultation to Executive Director on issues and ethics that affect the Clinical program or the needs and psycho-social issues of torture survivors.
- Trains health care professionals on identifying and referring survivors, and educates the general public on the medical affects of torture. Trains immigration attorneys, hearing officers and judges on the effects of torture and war trauma.
- Represents PTV at psychological or professional conferences as requested.
- Authors or co-authors educational papers, or research studies on clinical issues or the mental health treatment of torture survivors.
- Assists with private sector fundraising, marketing and awareness activities as needed to increase private contributions necessary to sustain PTV's health programs and overall mission.

Position Requirements

- Master's Degree in behavioral health field required; PhD or PsyD preferred. License to practice psychotherapy in the state of California (LCSW, LCP) required. Completion of required Clinical Supervision Certification per BBS , within six months of employment.
- Minimum of four years supervising community-based mental health and social service programs.
- Experience managing the requirements of Department of Mental Health (DMH), Medi-Cal, Federal Case Management or other types of fee-for-service contracts. Relationships with current leadership of Los Angeles and/or Orange County DMH highly valued.
- Experience working with refugees, survivors of political or war trauma, or immigrants is required. Additional experience working within the LGBT community a plus.
- Demonstrated leadership within holistic/multidisciplinary approaches to treatment and rehabilitation
- Current working knowledge of community resources available to assist clients with mental health, housing, recovery, nutrition, employment training and other psycho-social needs.
- Self-motivated and requiring minimal supervision, ability to bring new ideas to the organization and enjoy taking the lead as the chief clinical officer.
- Ability to interact effectively and comfortably with multicultural or LGBT clients, clinical staff, administrators, volunteers, judges, and attorneys.
- Fluency in English; fluency in additional languages such as Spanish, French, Farsi, Armenian, Russian, Hindi or Arabic a plus
- Excellent verbal and written communication skills. Experience writing psychological affidavits a plus.
- An eye for detail with the ability to work on multiple projects, and ability to create efficient workflow systems using technology.
- Ability to think creatively and the ingenuity to solve problems within the confines of a limited budget.
- Experience working with MS Office products (Word, Excel, PowerPoint). Experience working with electronic/paperless client databases/systems a plus.
- Demonstrated commitment to international human rights.
- Authorization to work in the United States.
- Valid CA Driver license, auto insurance, and a vehicle to drive between work locations and off-site meetings.