



The Guidance Center of Westchester
256 Washington Street
Mount Vernon, NY 10553
TheGuidanceCenter.org

PLEASE POST POSITION AVAILABLE

POSITION: Program Coordinator – Community Mental Health

PROGRAM: Children and Family Treatment & Support (CFTS) and Home and Community Based Services (HCBS)

HOURS: Full-time

JOB DESCRIPTION:

Licensed clinician needed to provide program coordination as well as community-based clinical services for our Home and Community Based Services (HCBS) and Children and Family Treatment and Support Services. HCBS and CFTSS both offer an array of recovery support services for eligible adults and children with mental health, emotional, and substance abuse disorders. These services are provided primarily in participants' homes or in community locations and are delivered by both licensed and unlicensed staff.

The Program Coordinator will manage referrals, intake, admissions, case assignments, staff recruiting and training, quality assurance, documentation, and clinical supervision of peer support, psychosocial rehabilitation, and vocational specialists, and will ensure that all services are delivered in a manner consistent with recovery-oriented, person-centered, and trauma-informed best practices. Collaboration with Medicaid managed care companies and health home care management agencies will be an important part of the Coordinator's role.

The Coordinator will provide direct clinical services where and when needed, for example, for an individual requiring short-term community psychiatric support and treatment (psychotherapy) services in an off-site setting using evidence-based practices.

The Guidance Center of Westchester is located in Mount Vernon, New York, walking distance to Metro-North. We offer excellent benefits including generous paid time off, health, dental, and vision insurance, 403b, free on-site parking, and more.

QUALIFICATIONS:

1. Must hold license and current registration from the New York State Education Department in one of the following: Psychologist, Marriage and Family Therapist (LMFT), Mental Health Counselor (LMHC), Nurse Practitioner in Psychiatry (NPP), Social Worker (LMSW, LCSW).

2. 2 years of experience providing evidence-based clinical behavioral health services including assessment and service plan development. Supervisory experience preferred.
3. Knowledge of electronic health reporting preferred; solid computer skills required

SALARY: Commensurate with Experience

TO APPLY, please email resume and cover letter to:

Rita Liegner, LMHC
Deputy Executive Director for Rehabilitative Services
rliegner@theguidancecenter.org