



POSITION TITLE: Director of Child and Family Programs
PART TIME */ 20 – 30 HOURS per week
REPORTS TO: CHIEF CLINICAL OFFICER

Role Overview

Maple Counseling seeks a Director of Child and Family Programs to envision, lead and grow our services for children ages 2 – 18 and their families. Maple Counseling is a non-profit 501(c)3 whose mission is to provide low-cost mental health services to individuals of all ages, couples, and families throughout Los Angeles County, and to provide clinical training for graduate and postgraduate students working towards licensure in the mental health field. Maple Counseling is known for the quality of our clinical training, our expertise in psychodynamic work, and the collegial atmosphere of the clinical staff. We recently celebrated our 50th Year Anniversary of dedicated service to the community.

In our work with children, teens and families, we seek to build a healthy childhood foundation based on attachment, bonding and reflective parenting. Therapy services are provided by Trainees and Associates in the Maple Counseling clinic, at community-based partner sites and schools, and remotely via telehealth. The Director of Child and Family Programs will ensure smooth program operations, a robust training program, and an excellent practicum experience for interns.

Working closely with the Chief Clinical Officer, the Director of Child & Family Programs will have an exceptional opportunity to innovate, develop and expand Maple Counseling child and family services. We have moved to a brand-new facility in mid-city Los Angeles and look forward to new programs and growth. The Director of Child and Family Programs will evaluate local needs and implement relevant and accessible clinical services for local children and families. The successful candidate will understand the critical importance of mental health services and possess a passion for developing and managing quality programs which provide them.

Oversight and Administration

- Oversee and manage all aspects of on and off-site provision of child and family services.
- Manage licensed staff Clinical Coordinator and Supervisors in the Child and Family Programs.
- Cultivate and foster collaborative relationships with community partners and schools, and ensure terms of MOUs and program agreements are met.
- Evaluate program effectiveness via outcome measures, intern and partner site feedback, and program data.
- Ensure all legally mandated procedures are followed consistently, including abuse reporting, responding to subpoenas, requests for records, treatment of minors, etc.
- Monitor maintenance of clinic playroom, toy closet, supplies and item check outs.

Clinical Training and Practicum Oversight

- Develop a Child and Family training curriculum for interns and facilitate outside speakers throughout the year.
- Monitor cases for risk/reporting/legal issues. Respond to clinical emergencies and guide interns through challenging client issues.
- Oversee intern compliance with Maple Counseling policy and terms of agreement (adequate caseloads, prompt submission of documentation, support of Maple Counseling policy with clients, etc.)
- Lead disciplinary or performance improvement discussions with interns as needed.
- Recruit, interview and select incoming interns for the Child and Family Programs.

Program Development

- Research/review prospective clinical services and programs which match the needs of our new neighborhood community, assess for viability with Maple Counseling model, and propose adoption of new programming to Executive Team.
- Develop plans for and execute implementation of new clinical services and programs.
- Continually evaluate program operations and address areas identified for improvement or growth.

Required Qualifications

- Program management experience. New program implementation experience strongly preferred.
- Knowledgeable in the legal and ethical responsibilities required when providing mental health services to minors.
- Aptitude for community outreach, strong communication skills, and the ability to form relationships/partnerships which strengthen and grow programs.
- Strong organizational skills and an ability to develop policies and procedures.
- In-depth understanding of cultural, social and structural issues that impact the experience of racially diverse families.

Strongly Preferred Qualifications

- Active clinical license in California: Psychologist, LCSW, LMFT or LPCC
- Experience providing clinical supervision to Trainees and Associates.
- Clinical background working with children and families. Family systems expertise.
- Ability to teach interns clinical assessment and interventions of family therapy, child therapy, and parent consultation and coaching.
- Understanding of attachment theory and interpersonal psychology as related to child development.
- Knowledgeable in mindful parenting
- Expertise in early childhood development a plus (Infant Mental Health Specialist preferred).

Employment Type

Part Time; 20 – 30 hours per week.

Starting Salary - \$55 per hour

Employees working 30 hours per week qualify for health, dental and vision benefits.

All employees accrue paid time off and may participate in the Maple Counseling 403(b) retirement plan.

*Note: For the best qualified candidate, Maple Counseling will consider either part- or full-time for this role.

HOW TO APPLY:

Submit your resume and cover letter to: mcallahan@tmcc.org

In the subject line enter “Director of Child & Family Programs”