



Bilingual Mental Health Associate Clinician

Job Description

Date Posted:**About North Marin Community Services**

North Marin Community Services (NMCS) is a non-profit organization whose mission helps to empower youth, adults, and families in our diverse community. We serve 11,000+ people in need each year, providing comprehensive services to help people achieve well-being, growth and success. Join an organization dedicated to providing a supportive and professional working environment. Located in beautiful Novato/Marin County/CA, our workplace culture is driven by our five values: teamwork and collaboration, equity, excellence, integrity, and learning and continuous improvement. Visit www.northmarinc.org to learn about the impact of our services, and how you can make a difference in Novato.

Job Title:

Bilingual Mental Health Associate Clinician

Status:

Hourly non-exempt, part- or full-time position. Schedule is either Monday – Wednesday at Novato High School, or Monday - Wednesday at Novato High School and Thursday and Friday in our community-based clinic, including paid time for training and clinical supervision.

Salary Range:

\$30.52/hour - \$32.38/hour, DOE. Generous benefit package including medical, dental, and vision benefits, life insurance, earn up to 3 weeks PTO (mental/physical health and vacation) in your first year, 12 paid holidays/year, employee assistance program, up to 2% retirement employer match, and childcare discount. Sign-on bonus of \$1000.

Reports to:

Director of Wellness Programs

Purpose:

The Bilingual Mental Health Associate Clinician may serve in both the Community and School-based Mental Health Counseling Programs at NMCS, providing behavioral health support to students and families in grades K-12, as well as adult community members.

Essential Functions:**Essential Functions**

- Conducts clinical assessments, develops, and implements appropriate treatment plans for the diagnosis, treatment, and/or referral of participants with mental health disorders.
- Provides outpatient psychotherapy to individuals, couples, families, and groups. Instructs and counsels participants and their families regarding compliance with prescribed therapeutic regimens and adherence to prescribed medication regimens, within the scope of practice. May administer specialized therapeutic procedures, as appropriate.
- Facilitates groups, including therapeutic and psycho-education/skill-building groups for youth and adults; may develop groups, as needed.
- Provides clinical case management, referrals and links to further services, as needed.
- Participation in weekly clinical supervision and case consultation meetings, trainings and coordination of services team meetings, as assigned.
- Maintains relationships with school staff, as well as agencies providing service to community residents, and work with them to meet participants' needs. Serves as a liaison between NMCS and school / community partners; reports to NMCS leadership regarding partner updates and ensures strong communication.
- Serves as a strong ambassador for the agency.
- Completes any related tasks assigned by Clinical Supervisor, Clinical Director, or Director of Wellness Programs.
- Prepares intake summaries, treatment/care plans, and case summaries, as well as maintains ongoing confidential records and progress notes in accordance with state, County and Medi-Cal regulations and in keeping with accepted community standards.
- Maintains records and data for evaluation purposes.
- Ensures that all paperwork and charting requirements, as well as reports are completed and submitted timely, as described within the NMCS Mental Health Program Manual and as assigned by the manager, Clinical Supervisor and/or Director of Wellness Programs.
- Supports integrity of service contracts by monitoring eligibility requirements, as necessary

North Marin Community Services

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- Additional duties as assigned.

Qualifications:

Required Qualifications:

- Fluent and able to provide counseling in English and Spanish.
- Master's degree or higher in social work, counseling, psychology, or a related field.
- Valid, current B.B.S. Registered AMFT/ASW
- National Provider Identifier (NPI); can obtain NPI prior to employment start date
- Principles and practices of individual, group and family psychodynamics as they relate to adults or children; psychological diagnostic methods and terminology; as well as overall human development from infancy through adulthood.
- Current principles, techniques, and practices of clinical case work for adults or children; knowledge of health and human services systems in the community including public and private agencies and other community resources.
- Principles of mental health education, participant and community advocacy, and systems theory; principles of crisis intervention; needs, problems, and perspectives of people with mental illness, trauma related to immigration, impacts of economic/housing/food insecurity.
- Knowledge of laws and ethics; understanding of participant's legal rights.
- Knowledge of casework objectives, principles, techniques, methods, and caseload management.
- Knowledge of community resources, public social service and assistance programs.
- Understanding of clinical assessment skills with reference to the DSM-V and related clinical interviewing skills.
- Ability to maintain mental health records, including the documentation of all actions and contacts in case files.
- Basic knowledge of the effects of stress and adverse childhood experiences.
- Ability to engage participants in the problem-solving process.
- Ability to work with moderate supervision, follow directions, handle multiple tasks simultaneously, and manage stressful situations effectively.
- Ability to get along with people and establish cooperative working relationships with staff at all levels both within and outside the department.
- Demonstrate exemplary customer service, strong communication and organization skills.
- Proficiency in MS Office/Google Suite

Preferred Qualifications:

- Bicultural
- Prior Medi-Cal experience
- Significant experience working with immigrant communities; experience working with Black, Indigenous People of Color (BIPOC)
- Experience with substance use disorders
- Experience working with electronic health records

Conditions of Hire:

- Fully vaccinated against COVID-19 unless granted a medical or religious exemption.
- Pre-employment health exam including proof of vaccinations and TB test clearance.
- Criminal record clearance or exemption from California Department of Social Services. All convictions other than minor traffic violations require an exemption, including convictions that have been expunged.

To apply for this position:

Please visit <https://www.northmarincs.org/careers-internships/>

Equal Opportunity

North Marin Community Services welcomes and encourages all qualified candidates to apply – especially as we recognize that people bring experience and skills beyond just the technical requirements of a job. We also know that self-doubt can sometimes get in the way of stretching professionally, so if your experience is close to what you see listed here, please consider applying. We value our differences and respect everyone – regardless of race, color, religion, sex, gender identity or expression, sexual orientation, national origin, citizenship status, marital status, genetics, AIDS/HIV, medical condition, political affiliation, disability, age, status as a victim of domestic violence/assault/stalking, or military/veteran status. If you have a disability and need assistance and/or accommodation with applying for a job, please contact hr@northmarincs.org or 415-892-1643 ext. 224.