



job description: associate director of clinical and ecotherapy services

organization information

Position Title: Associate Director of Clinical and Ecotherapy Services

Location: Whatcom and Skagit Counties

Reports to: Senior Director, Program BLOOM

Hours: Full-Time, exempt position

Starting Salary Range: \$61,954 – \$69,055.25 per year – wage dependent upon relevant qualifications, education; and experience; medical and dental insurance eligible on the first of the month following hire date

Women, people of color, transgender individuals, and members of other underrepresented communities are strongly encouraged to apply.

Mission: At Northwest Youth Services, we affirm youth experience and autonomy, as we work together to foster collective healing and justice, in order to dismantle the systems of oppression that perpetuate youth homelessness.

Core Values:

Community – We promote interdependence and recognize that everybody needs a community to thrive. We know that we are stronger together.

Justice & Liberation - We believe that it is critical to acknowledge, name, and actively work to dismantle the historic systems and societal structures that fuel crisis and poverty.

Humanity - We work with respect and compassion for each other and believe that everyone deserves to belong: to be safe, heard, and valued.

Accountability – We believe that no one is done learning; as a community we hold each other to a high standard, and work to educate, grow and heal together.

Vision: Guided by our core values and commitment to becoming an Anti-Racist organization, Northwest Youth Services envisions a community in which all young people are seen as catalysts in creating a just and liberated society that supports each of our unique journeys through life.

job mission

The Associate Director of Clinical and Ecotherapy Services provides oversight and administrative supervision for all prevention services provided to youth served by NWYS. This position supports the Senior Director to ensure that funder outcomes, clinical and ecotherapeutic deliverables are met and reported. The person in this role will support the Senior Director in offering new and novel interventions for young people that are grounded in the principles of harm reduction, ecopsychology, and healing-centered engagement. The Associate Director also oversees the day-to-day operations of the clinical team, including Queer Youth Services. The Associate Director is responsible for the orientation and onboarding of new staff and clinical interns, ensures that relationships with internal and external partners are positive and effective, and supports



service and treatment effectiveness evaluation efforts through a holistic perspective. As part of the service delivery team, the incumbent possesses the empathy required to understand and relate to individuals who work within this field and the young people who interact with it. To be successful, the person in this role must manage their time and resources effectively.

core competencies

To perform the job successfully, the individual should demonstrate the following competencies:

Influence: Motivate, persuade, and excite others; adjust style to fit situation; have presence and confidence.

Strategic Thinking: Develop and maintain long-term plans and continuously measure progress toward them; communicate strategy to team members.

Visioning: Create a preferred future for young people; communicate the vision enthusiastically; attract others to the vision.

Problem Solving & Decision Making: Approach problems and decisions methodically; isolate causes from symptoms; commit to action; demonstrate sound judgment.

High Standards: Model excellence; hold staff accountable for quality outcomes; support continuous improvement.

Drive/Energy: Passionate about their work; motivated to excel.

Relationship Building: Recognize importance of relationships; devote energy to cultivating relationships.

Organizing & Planning: Manage time effectively; plan and organize so that work is accomplished promptly; prioritize multiple competing priorities, meet deadlines and requests without excessive prompting.

Communicativeness: Actively seek and share information; create an open and accessible environment that encourages flow of information.

Integrity: Must be honest and take responsibility for actions. Accept constructive criticism and supervision and integrate feedback received from supervisor(s).

Positive Impact: Have a passion for Northwest Youth Services' mission and vision; conviction about the capacity of people to grow and change.

Use of Professional Self: Must actively and effectively use professional self, maintain healthy boundaries with both staff and youth participants, be aware of countertransferences.

Change Agility: Able to embrace needed change; able to provide and implement feedback; comfortable with ambiguity.

Creativity: Resourceful in finding ways to improve and advocate for change when necessary; foster creativity in others.

Sensitivity: Communicates empathy and respect for individuals; demonstrates appreciation of diversity.

key responsibilities

Leadership Expectations:

- Offers vision, creativity, and enthusiasm to employees and community partners to generate positive thinking and advocates for implementation of evidence based best practices for young people;
- Maintain meaningful involvement with consumers, advocates and community partners;
- Collaborates with the Executive Director and Senior Management Directors to develop and implement a sustainable, participatory leadership model;



- Participates in creating and maintaining a workplace that values diversity and is free of discrimination based on race, sex, gender identity, sexual orientation, ability and other aspects of identity;
- Fosters and improves an organizational culture that builds on our core values of youth engagement, ecopsychology, harm reduction, and healing-centered engagement.
- Participates in the creation of a positive and collaborative culture that attracts and retains top talent at all levels of the organization.

Management/Administration (40%):

- Oversee the management and supervision of clinical and behavioral health services and its team, including the Ground Floor Clinicians and Queer Youth Services (its assigned Youth Counselor and Resource Navigator), and clinical interns.
- Provide individual weekly or biweekly supervision to members of the clinical team.
- In collaboration with the Director of Learning and Impact, provide strategic direction relating to ongoing service development, quality improvement, and evaluation efforts;
- Research and develop the infrastructure necessary for Medicaid billing for the agency.
- In collaboration with the Director of Learning and Impact, promote, implement, and train direct staff on the use of Therapy Notes, the cloud-based electronic health record
- In collaboration with the Associate Director of Finance, manage financial performance of multiple funding streams to ensure compliance with funder fiscal requirements and a positive contribution to overall agency performance;
- Ensure timely and complete reporting to funding organizations;
- Attend at least 80% of Town Hall and Lunch and Learn events; help to facilitate these events when requested.

Clinical Support Services (40%):

- Lead weekly case consultation meetings and clinical team meetings.
- Provide high-level strategic support to staff to ensure staff and participants' safety, and support responses to emergent situations that require clinical support
- Provide support and consultation for NWYS programs and staff around social and behavioral issues that youth encounter;
- In collaboration with the Engagement Team, create group activities and interventions that are based in principles of ecotherapy and healing-centered engagement.
- Monitor/review caseloads of each clinical team member.
- Carry a small caseload of up to 5 clients and provide therapeutic support and guidance.
- Complete clinical documentation for all appointments and contacts by the end of day/within a 24-hour period.
- Share on-call duties when necessary.

Community Relations (10%)

- Ensure teams are effectively and accurately implementing ecotherapeutic and healing-centered practices in all service pillars
- Ensure teams are effectively and accurately implementing appropriate LGBTQ practices to ongoing service goals and coordinate events throughout the year;
- Conduct LGBTQ youth specific trainings to community members and partner organizations;



- Represent the organization at public speaking events and community panels to increase the organization's profile in the community around LGBTQ+ issues;
- Establish and maintain effective relationships with relevant entities, including partnering agencies, homeless agencies, and public service groups; and
- As the public face for prevention services, work in partnership with the Executive Director and Director of Advancement to strengthen community capacity, education and understanding for the needs and benefits of these services;

Grant Writing and External Relations (10%):

- In collaboration with the Director of Learning and Impact and Associate Director of Finance, develop and assist with grant writing and long-range budget-building efforts to ensure that the programs have adequate resources to meet ongoing community needs; and
- In collaboration with Senior Directors, maintain a relationship with funders and external grant and contract managers.

The physical demands described here are representative of those that must be met by an employee to successfully perform essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and depth perception. While performing these job duties, the employee is regularly required to listen to others and provide verbal feedback. The employee is required to frequently sit for extended periods of time, stand, walk, climb, or balance.

qualifications

Minimum Qualifications:

- A Masters in Social Work or Counseling Psychology is required.
- Licensure required: Associate's license; LICSWA or LMHCA (minimum)
- A minimum of 2 years' experience working with youth and young adults with mental illness and/or substance use disorders, preferably in a clinical setting as part of a multi-disciplinary team;
- One year of supervision experience;
- Must be 21 years of age or older;
- Proficient with Word, Excel, and general office machines;
- Requires proof of full COVID-19 vaccination (may consider accommodation for medical or religious reasons); and
- Must pass background checks.

Required within first 30 days of employment:

- CPR/First Aid/Blood borne pathogens certifications required;
- Must have a negative TB test; and
- Full understanding of the CPS reporting requirements.

Preferred Qualifications:

- Licensed Mental Health Counselor (LMHC) or Independently Licensed Clinical Social Worker (LICSW)



- Training and certification in Ecopsychology or Ecotherapy
- Demonstrated experience working with high-risk youth, including those with suicidal ideation and/or self-harm.
- Five years' experience diagnosing and providing treatment to individuals with a mental illness and co-occurring substance use disorders;
- Demonstrated experience working with persons who are homeless; and
- Experience working in a grant-funded environment.

Northwest Youth Services is an Equal Opportunity employer. Employment is based upon individual qualifications without regard to race, color, sex, religion, national origin, citizenship, age, marital status, veteran status, disabilities, political ideology, sexual orientation, or any other legally protected status. Alumni of foster care and those who have experienced youth homelessness are encouraged to apply.

