

Director of MyndWorks Counseling
JEWISH FAMILY SERVICE OF GREATER HARRISBURG

Love what you do and where you work... Jewish Family Service of Greater Harrisburg is a well-established, highly respected, and diverse social services agency serving all members of the Greater Harrisburg area. Our mission is to help individuals and families meet life's challenges. We are a forward-thinking mental health and social service agency dedicated to helping people achieve their full potential while honoring choice, responsibility, diversity, and Jewish values through every stage of life.

We are seeking an experienced LCSW to join our Leadership Team as the Director of our MyndWorks counseling program. The Director of the MyndWorks counseling program is responsible for leadership in the visioning, administration, implementation, and evaluation of counseling services. This position involves supervision of professional and support staff, budget administration, and formulation and oversight of policies and procedures. We are also seeking someone with the vision and experience to help best meet the current and future mental health needs of the Greater Harrisburg community.

Qualifications: Master's Degree in Social Work or related human services field from an accredited college, and a minimum of three years of either professional experience in a supervisory role of multiple staff within a mental health outpatient setting. Independent Pennsylvania licensure to the highest level available in the state. Ability to communicate effectively with clients and family members, staff, collateral agency workers, and referral sources. Individuals should be able to organize their work and communicate effectively orally and in writing.

POSITION SUMMARY, DUTIES AND RESPONSIBILITIES:

This position will report to the Executive Director, and will be charged to:

- Develop and implement individual therapy for individuals with behavioral and mental health needs
- Provide supervision to other 3-5 therapists
- Design and facilitate therapeutic groups
- Hire new staff, manage staff

- Plan, participate and implement community marketing and community events that promote JFS counseling while addressing community needs around mental health and wellness
- Participate in budget planning
- Develop effective policies for department
- Monitor and update EMR
- Credential therapists with insurance payors
- Participate in leadership team meetings to provide clear direction for the organization
- Adhere to standards, procedures and schedules established by the executive director and insurance payors
- Collaborate with front desk staff to ensure smooth systems
- Responsible for 24/7 on-call responsibility one weekend a month on a rotating basis for Family Based Mental Health staff and related program support
- Perform other duties as assigned

Benefits package:

Competitive wages; Flexible hours

Medical/Dental/Optical Benefits after 30 days

Private Office Space

Strong Front Office Support for Billing, Credentialing, and Scheduling

Free Life Insurance plan

403b plan with Lincoln Financial

Affordable Short-Term Disability Insurance

Competitive Vacation/Sick leave

Six (6) National Holidays and between 4-10 Jewish holidays off per year

Membership to the Harrisburg JCC which includes a gym and swim club

Interested applicants should submit a cover letter and a resume electronically to

clewis@jfsofdbg.org