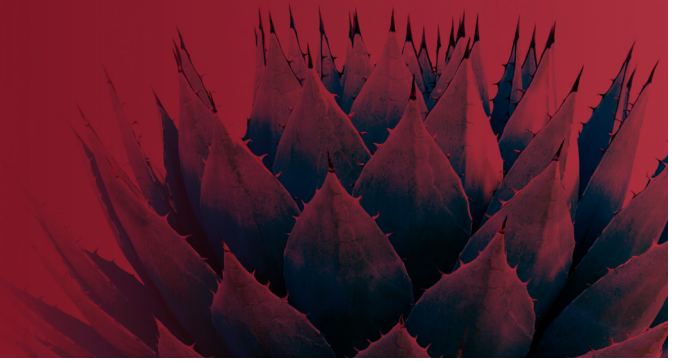


Clinical Supervisor

FULL-TIME
ALBUQUERQUE, NM
SALARY: \$60,000 – \$76,000 MID



DEPARTMENT/GROUP
Clinical

REPORTS TO
Clinical Director

POSTING END DATE
Open until filled

Join the award-winning team at Centro Sávila, where we're dedicated to advancing social justice and reducing disparities in behavioral health services. We're seeking passionate and qualified individuals to help improve the mental health and well-being of our community. At Centro Sávila, you'll find a flexible work environment, competitive salary and benefits, along with extensive training and professional development opportunities. Be part of a diverse, committed team where you'll experience endless opportunities for personal and career growth. We prioritize a supportive culture of care, compassion, and a healthy work-life balance.

POSITION OVERVIEW

Are you a motivated clinical professional with a passion for community-centered care? We're hiring a Clinical Supervisor to lead a skilled team of clinicians while managing a caseload and driving impactful change. This role is ideal for a leader who is proficient in assessment, treatment planning, and crisis intervention, with a steadfast commitment to providing trauma-informed, client-focused support.

RESPONSIBILITIES

- **Direct Services:** Maintain a caseload of clients. This includes providing outpatient services for individuals and their families, as well as completing comprehensive assessments for the purposes of diagnosis and treatment planning.
 - **Comprehensive Assessment:** Assess clients' functioning through comprehensive reviews of client information, interviews, observations, tests, and collaboration with other staff members.
 - **Treatment Planning:** Develop and implement treatment plans based on assessments, clinical experience, and relevant knowledge.
- **Clinical Supervision:** Supervise up to 5 clinicians dedicated to providing therapeutic services to adults and youth, including non-independently licensed clinicians and/or graduate students. This will include providing additional support outside of supervision.
- **Crisis Response:** Available during hours of operation to provide timely support to the direct staff under supervision, following the clinician on-call protocol. This includes responding promptly to client crises, offering direct intervention when necessary, and providing consultation and guidance to the clinical team to ensure appropriate crisis management. Act as a resource for staff, assisting with decision-

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making, de-escalation strategies, and implementing crisis response plans to support client safety and continuity of care.

- **Grant Compliance:** Supervisors will oversee the daily management of caseloads, ensuring that each team member maintains an appropriate and manageable workload. They will also be responsible for monitoring the timeliness and accuracy of case notes, providing guidance to staff on documentation standards, and promptly addressing any areas that need improvement. Supervisors will offer regular feedback to team members to enhance the quality and consistency of client interactions and services.
- **Care Coordination:** Collaborate closely with case management supervisor and other multidisciplinary team members to ensure clients receive seamless and comprehensive support. This role involves actively participating in team meetings to discuss client cases, developing individualized care plans tailored to each client's needs, and ensuring all services are delivered in a timely and cohesive manner. Coordinate communication among internal healthcare providers, social services, and other relevant resources to address both the immediate and long-term needs of clients. Track client progress, adjust care plans as needed, and provide consistent follow-up to ensure continuity of care and optimal client outcomes.
- **Client Care Coordination Meetings:** Meet regularly with the Case Management Supervisor(s) and other Clinical Supervisor(s) to enhance coordination of care by the clinical team.
- **Documentation Oversight and Accountability:** Ensure that supervisees maintain timely, accurate, and high-quality documentation across all required platforms, including the Electronic Medical Record (EMR), Time and Effort logs, and program-specific charts as required by Centro Sávilá. Provide guidance and support to enhance the quality of clinical records, actively monitoring documentation practices to ensure clinical reasoning, case formulation with SMART goals, compliance, accuracy, and completeness in accordance with organizational standards.
- **Staff Development:** Actively contribute to the growth and skill-building of the team by co-leading staff meetings, conducting regular reporting sessions, and coordinating targeted training initiatives. Focus on enhancing team competencies through practical skill-building exercises, sharing best practices, and facilitating workshops that address emerging needs and challenges in client care.
- **Networking:** Build and maintain strong professional relationships with other agencies, service providers, and key stakeholders within the service area. Engage in collaborative discussions, share resources, and identify opportunities for partnership to expand service reach and improve support for clients.
- **Community Engagement:** Represent Centro Sávilá by actively participating in community meetings relevant to casework, client advocacy, and broader social service initiatives. Engage with community leaders, advocacy groups, and partner organizations to stay informed on community issues and advocate for client needs and program priorities.
- **Customer Service Excellence:** Champion high-quality, trauma-informed client experiences by establishing and promoting compassionate, responsive customer service standards in all interactions. Engage in service evaluations, actively gather client feedback, and incorporate evidence-based, trauma-informed principles to enhance program outcomes and client satisfaction. Implement strategies that prioritize client safety, empowerment, and emotional well-being, creating a welcoming and supportive environment that respects individual experiences and fosters trust and resilience in client care.

- **Additional Responsibilities:** Perform a range of tasks as needed to support the organization's mission and the effective functioning of the team. This includes responding to emerging client needs, adapting to changes in program requirements, assisting in special projects, supporting team members during high-demand periods, and participating in ongoing professional development to enhance service delivery. Flexibility and a proactive approach are essential, as responsibilities may evolve based on organizational priorities, regulatory updates, or client population needs.

QUALIFICATIONS AND REQUIREMENTS

- Minimum 4 years experience in delivery of psychotherapeutic services to adults.
- Independent LPCC, LCSW/LISW, or LMFT or related field and active license in the State of New Mexico.
- Maintain professional licensure and/or certification throughout employment with Centro Sávilá.
- Experience supervising others and, if applicable, Board Certified Supervisor
- Experience completing reporting requirements for grant funded positions.
- Understanding of social determinants of health and case management integration in behavioral health services.
- Comfort working with diverse adults and ability to build trusting relationships.
- Strengths-based, client-centered, trauma-informed approach to services
- Clear understanding of confidentiality and strong sense of ethics and professionalism.
- Provide a non-judgmental and supportive environment to vulnerable clients
- Deal with crisis situations in a calm and professional way
- Seek guidance from Clinical Director, as needed
- Excellent time management skills and ability to multitask and prioritize work.
- Attention to detail and problem-solving skills.
- Excellent written and verbal communication skills.
- Strong organizational and planning skills.
- Commitment to ongoing professional growth.
- Ability to work as a team member.
- Track record of helping other clinicians meet their professional goals.
- Computer skills including Microsoft Word and working knowledge of Excel.

PREFERRED QUALIFICATIONS AND REQUIREMENTS

- Ability to communicate fluently in both Spanish and English in written and verbal communications.
- Experience working with at-risk immigrant populations
- Experience working with crime victims
- Ability to work flexible work schedule including evenings and weekends on occasion
- More than 4 years experience in delivery of psychotherapeutic services to adults.

BENEFITS

This is a benefits eligible position. Centro Sávila provides a comprehensive package of benefits including medical, dental, vision, retirement plan, and life insurance.

- 100% of health, dental, vision, and life insurance plans for full-time employees.
- 34 paid holidays, including a paid week for Spring and Winter breaks, plus accrued paid time off.

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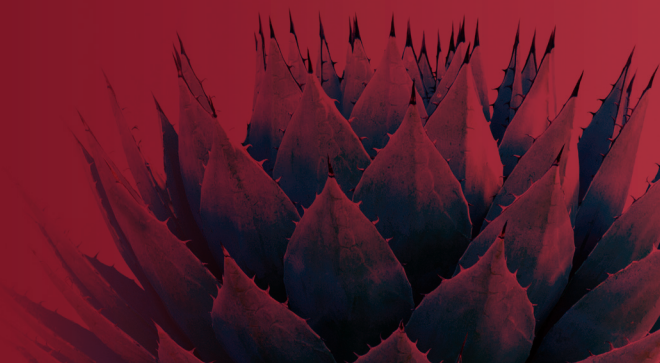
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Multisystemic Treatment Clinician

FULL-TIME

ALBUQUERQUE, NM

SALARY: \$65,000 – \$83,000 MID



DEPARTMENT/GROUP
Clinical

REPORTS TO
Clinical Director

POSTING END DATE
Open until filled

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POSITION OVERVIEW

Do you have a passion for working with children and families? Centro Savila is looking for compassionate, dedicated people who want to empower youth and families by creating strength-based behavior change that will be sustained long after treatment ends.

You will receive ongoing team support, training and supervision in the Multisystemic Therapy (MST) model as you work holistically with families, youth, their communities, and other key members of their ecology to implement MST as designed. For more information on Multisystemic Therapy, please watch this video: [How Does MST Work?](#)

MST is an evidence-based, family-focused treatment model designed to address the multiple factors contributing to serious high-risk behaviors in adolescents. MST Clinicians play a crucial role in implementing this intensive, community-based intervention. The MST Clinician role is focused on providing direct services to a small case load of Spanish-speaking families in Bernalillo County. The MST Clinician is part of a dynamic team that provides counseling, case management and advocacy to address the entire family ecosystem by empowering adolescents, adults and families facing mental health, social and emotional challenges.

RESPONSIBILITIES

- Conduct comprehensive assessments of youth and families referred to the MST program to identify strengths, needs, and risk factors
- Develop individualized treatment plans in collaboration with the youth, family members, and other relevant stakeholders, utilizing the MST model principles.
- Implement MST interventions designed to address various aspects of the youth's life, including family dynamics, school functioning, peer relationships, and community involvement.

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- Provide direct therapeutic interventions to youth and families, including but not limited to individual therapy, family therapy, and crisis intervention in both in-person and telehealth formats.
- Collaborate with other service providers involved in the youth's life, such as probation officers, school personnel, child welfare workers, and community resources, to ensure coordinated care.
- Maintain detailed and accurate documentation of all interactions, assessments, treatment plans, and progress notes in accordance with Centro Sávilá and MST program standards.
- Monitor and evaluate the progress of youth and families throughout the course of treatment, adjusting interventions as necessary to achieve desired outcomes.
- Participate in regular supervision, team meetings, case conferences, and training sessions to enhance clinical skills and ensure fidelity to the MST model.

QUALIFICATIONS

- Master's degree in Social Work, Psychology, Counseling, or related field from an accredited institution. Candidates with a Master's or Bachelor's degree in psychology or a related field, are also encouraged to apply.

Current licensure or registration as a Licensed Masters Social Worker (LMSW), Licensed Clinical Social Worker (LCSW), Licensed Mental Health Counselor (LMHC), Licensed Practicing Counselor (LPC), Licensed Associate Marriage and Family Therapist (LAMFT) Licensed Marriage and Family Therapist (LMFT), or Licensed Psychologist in the State of New Mexico.

- Open to hiring recent/new graduate
- Previous experience providing evidence-based therapy to youth and families, preferably within a community mental health or child welfare setting.
- Knowledge of and experience with the Multi-Systemic Therapy (MST) model or similar evidence-based treatment approaches
- Ability to function as part of a multi-disciplinary team
- Strong assessment, case conceptualization, and treatment planning skills.
- Bilingual proficiency in English and Spanish.
- Valid New Mexico Driver's License.
- Must be insurable with Centro Sávilá's insurance company for driving.

BENEFITS

This is a benefits eligible position. Centro Sávilá provides a comprehensive package of benefits including medical, dental, vision, retirement plan, and life insurance.

- 100% of health, dental, vision, and life insurance plans for full-time employees.
- 34 paid holidays, including a paid week for Spring and Winter breaks, plus accrued paid time off.

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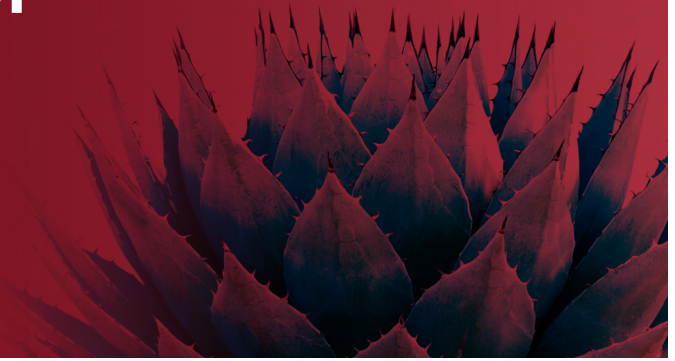
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Pipeline Coordinator

FULL-TIME
ALBUQUERQUE, NM
SALARY: \$47,000 – \$63,000 MID



DEPARTMENT/GROUP
Clinical

REPORTS TO
Clinical Director

POSTING END DATE
Open until filled

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JOB SUMMARY

The Pipeline Coordinator will be responsible for managing the pipeline of incoming interns and coordinating their training and integration into our mental health services. This role includes overseeing internship programs in collaboration with the Clinical Director and Clinical Supervisors, facilitating communication between interns and staff, and ensuring that interns gain valuable experience while supporting our mission of client-centered care.

RESPONSIBILITIES

- **Intern Recruitment:** Develop and implement strategies for recruiting interns/ students from local universities, schools and training programs, ensuring a diverse and qualified applicant pool.
- **Orientation and Training:** Organize orientation sessions and training for new interns/students, providing them with the necessary resources and knowledge to succeed in their roles.
- **Intern Supervision:** Act as a primary point of contact for interns/students, offering guidance, support, and regular feedback throughout their internship experience.
- **Pipeline Management:** Monitor and track the progress of interns/students, ensuring they are meeting program requirements and facilitating their integration into clinical teams.
- **Collaboration with Staff:** Work closely with clinical director, clinical supervisors and staff to identify areas where interns can contribute effectively and to create a supportive learning environment.
- **Program Evaluation:** Collect feedback from interns/students and staff to evaluate the effectiveness of the internship program, implementing improvements as needed.

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- **Community Engagement:** Foster relationships with academic institutions and community organizations to promote the pipeline program and enhance recruitment efforts.
- Other duties as required.

QUALIFICATIONS

- Bachelor's degree in psychology, social work, human resources, or a related field; Master's degree preferred.
- Previous experience in an educational or healthcare setting, with a focus on program coordination or training preferred.
- Strong understanding of mental health services and the role of interns/students within a clinical environment.
- Excellent communication and interpersonal skills, with the ability to engage and support interns from diverse backgrounds.
- Strong organizational skills and the ability to manage multiple tasks and priorities effectively.
- Proficient in using electronic health record systems and Microsoft Office Suite.
- Passion for mentoring and developing future mental health professionals.

BENEFITS

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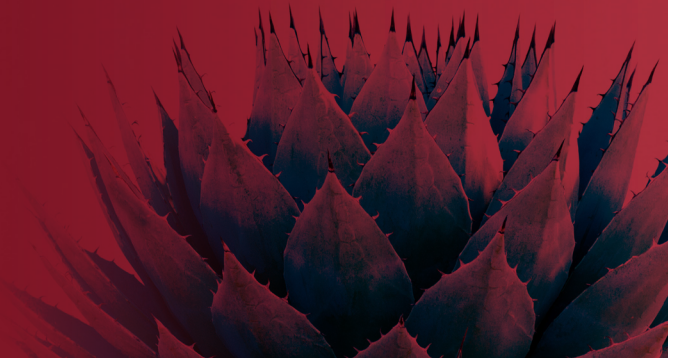
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HR Manager

FULL-TIME
ALBUQUERQUE, NM
SALARY: \$60,000 – \$75,000-MID



DEPARTMENT/GROUP
Administrative

REPORTS TO
Compliance Director

POSTING END DATE
11/30/2024

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POSITION OVERVIEW

We are seeking an experienced and motivated HR Manager to join our dynamic team. This role is pivotal in supporting the Compliance Director to implement and develop our HR department's functions. The ideal candidate will be a collaborative bi-lingual leader with cultural humility who provides exceptional wisdom, guidance and leadership in shaping our organizational culture and seamlessly advances equity, inclusion, and belonging in all facets of our human resources. The ideal candidate will have a strong background in HR, particularly within behavioral health and nonprofit sectors, and demonstrate a proactive attitude towards learning and adopting new processes. The HR Manager is responsible for leading daily HR functions, ensuring that human resource support for staff runs smoothly and efficiently, and that proper HR systems are in place to support a busy, growing team of healthcare professionals. This role is the primary point person for Centro Savila staff and vendors for all HR operations matters, benefits, performance review implementation, insurance/licensing, background checks, employee on-boarding and off-boarding, recruitment and hiring, and other HR tasks. The HR manager contributes to the development and implementation of new HR processes and projects in collaboration with the Compliance Director and the Executive Director. The HR manager must be comfortable managing shifting priorities to completion even when the path is not self-evident. The individual must also possess the capacity to manage all forms of communications with accuracy, discretion, and diplomacy in a timely and responsive manner. The ideal candidate has a customer service orientation and is a self-starter, who is always thinking about how to improve processes, systems, and work environment for staff. Previous supervision experience and management of non-profit operations preferred.

RESPONSIBILITIES

Recruitment and Staffing

- Develop and implement recruitment strategies to attract and retain qualified personnel.
- Manage the hiring process, including job postings, scheduled interviews, background checks, and onboarding.
- Collaborate with department leads to identify staffing needs and ensure alignment with organizational goals.



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Employee Relations and Performance Management

- Promote positive employee relations and foster an inclusive workplace culture.
- Provide support and guidance to employees and managers regarding HR issues, including conflict resolution and disciplinary actions.
- Implement the performance evaluation process and support professional development initiatives.

Compensation and Benefits

- Administer and manage employee benefits programs, including health insurance, retirement plans, and leave policies.
- Annually review compensation practices to ensure they remain competitive, fair, and aligned with the nonprofit's budget and mission.

Compliance and HR Policies

- Ensure the organization complies with local, state, and federal employment laws and regulations.
- Regularly review and update HR policies, ensuring alignment with organizational values and legal requirements.
- Maintain and manage employee records to meet auditing requirements, while ensuring confidentiality and data protection are upheld.

Training and Development

- Work with the leadership team to develop and implement training programs that support employee growth and improve organizational effectiveness.
- Identify organizational training needs and partner with external consultants, if necessary, to deliver customized programs.

Organizational Culture and Strategy

- Lead the Aloe Wellness Committee to actively shape and maintain a positive, mission-driven organizational culture.
- Support leadership in strategic HR planning, workforce development, and succession planning.
- Lead diversity, equity, and inclusion (DEI) initiatives to enhance the organization's commitment to these values.
- Additional duties may be assigned as the organization grows and new needs arise.

QUALIFICATIONS AND REQUIREMENTS

- Bachelor's degree in Human Resources, Business Administration, or a related field
- Minimum of 2 years of HR management experience, preferably in behavioral health and/or nonprofit sectors.
- Strong knowledge of employment laws and HR best practices.
- Proven ability to implement and manage HR policies and procedures.
- Excellent communication and interpersonal skills.
- Demonstrated commitment to continuous learning and professional development.
- Strong organizational skills and attention to detail.
- Attention to detail and problem-solving skills and strong organizational and planning skills.

PREFERRED QUALIFICATIONS

- Non-profit or healthcare administration experience preferred
- Bilingual (Spanish/English) preferred.

BENEFITS

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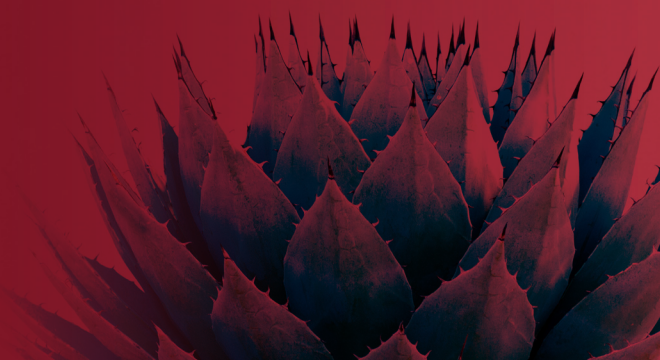
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Special Projects Coordinator

FULL-TIME

ALBUQUERQUE, NM

SALARY: \$47,000 – \$63,000 MID



DEPARTMENT/GROUP
Administrative

REPORTS TO
Compliance Director

POSTING END DATE
Open until filled

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OVERVIEW

Centro Sávila is seeking a detail-oriented and motivated Special Projects Coordinator to join our team. In this role, you will play a pivotal part in managing grants and overseeing special projects that enhance our service delivery and operational efficiency. The Special Projects Coordinator will ensure grant timelines are adhered to, contract activities and goals are tracked and measured, and reporting requirements are met. This role requires close collaboration with the Compliance Director, Finance, and Development Departments to guarantee the timely delivery of grant requirements and organizational objectives.

RESPONSIBILITIES

Grant and Project Management

- Manage a portfolio of grants, ensuring all activities and deliverables meet contractual obligations.
- Develop and maintain project timelines for grants and special initiatives.
- Track and measure contract activities and goals, ensuring timely and accurate reporting of progress and outcomes.
- Collaborate with the Finance and Development Departments to monitor grant expenditures and financial reporting requirements.
- Prepare and submit periodic progress and final reports to funders, as contractually required.

Evaluation and Reporting

- Design and implement evaluation frameworks to measure the effectiveness of grant-funded programs and projects.

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- Analyze data to assess program outcomes and impact, providing actionable insights for continuous improvement.
- Prepare comprehensive evaluation reports for internal and external stakeholders.

Cross-Department Collaboration

- Work closely with the Compliance Director to define the scope, objectives, and deliverables of projects and grant-funded initiatives.
- Facilitate effective communication among internal teams, including program staff, finance, and development, to ensure alignment on project goals and grant compliance.
- Act as a liaison with external partners and funders to ensure collaborative implementation and compliance with grant requirements.

Risk Management and Reporting

- Identify and mitigate potential project risks, ensuring smooth execution of grant and project activities.
- Monitor project progress, troubleshoot challenges, and implement solutions to keep initiatives on track.
- Maintain accurate records and documentation for all grants and special projects.

Training and Staff Support

- Assist in developing and implementing policies and procedures related to grant compliance and reporting.
- Provide training and support to staff on grant-related activities, including tracking, data collection, and reporting processes.

QUALIFICATIONS AND REQUIREMENTS

Education and Experience

- Bachelor's degree in Public Health, Social Work, Project Management, Economics, Finance, Business Administration, or a related field.
- Proven experience in project and grant management, preferably in a non-profit, healthcare, or behavioral health setting.
- Familiarity with grant compliance and reporting requirements.
- Strong organizational skills with the ability to manage multiple projects and deadlines simultaneously.
- Proficiency in project management software and tools.

Preferred Qualifications:

- Experience in non-profit or healthcare administration.
- Bilingual (Spanish/English) preferred.
- Knowledge of behavioral health services and practices.

Skills

- Excellent communication and interpersonal skills.
- Strong attention to detail, problem-solving, and analytical skills.
- Evaluation and data analysis skills.

- Ability to work collaboratively in a team-oriented environment.
- Demonstrated commitment to continuous learning and professional development.

BENEFITS

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