

**PETERBOROUGH YOUTH SERVICES
JOB DESCRIPTION
CLINICAL SUPERVISOR – CHILDREN’S MENTAL HEALTH**

This position reports to the Executive Director.

PURPOSE OF THE POSITION

In accordance with best practices, program standards, and ethical guidelines, the Clinical Supervisor provides clinical direction to the Office-based Clinical Counselling Team and the Community Response Team.

The Clinical Supervisor enhances the professional functioning of the counsellors on these teams.

The Clinical Supervisor acts as a member of the Peterborough Youth Services management team to create and maintain a healthy and safe environment for clients, families and staff.

RESPONSIBILITIES

1. The Clinical Supervisor oversees the day-to-day operation of Peterborough Youth Services’ children’s mental health programs, provides leadership, education and direction to staff and ensures that individuals and families are receiving quality clinical counselling and supportive services.

Associated Tasks:

- Provides ongoing individual supervision sessions using a variety of clinical supervision models.
- Provides clinical supervision in a range of intervention techniques including but not limited to solution focused, cognitive-behavioural, narrative, developmental, systems, and expressive therapies models.
- Develops a relationship of safety and trust in order to provide support to staff experiencing new and challenging situations. This includes being able to support counsellors’ strengths, as well as encouraging and teaching counsellors to use new and/or different skills and intervention techniques.

- Assesses and problem-solves factors that may impact the clinical supervision relationship including staff resistance, shame, anxiety, transference and counter-transference, and the need to portray self in a positive light. Works with staff in a manner that provides a safer holding container which may help mitigate these factors.
- Supports staff to process transference and counter-transference in a way that enhances work with clients.
- Supports staff to develop and enhance skills in safer and more effective use of self.
- Supports staff in self-reflection and self-examination, including upon aspects of their own behaviour, thoughts, or feelings that are impacted by work with clients. These areas of self-reflection and self-examination may also include ways in which staff actions might create barriers in their work with clients and peers.
- Develops clear and concrete clinical and educational interventions tailored to the needs of staff (and by extension their clients), taking into account the learning style, location in career trajectory, and beliefs of staff.
- Teaches, mentors and provides training in clinical expertise, which may include assigning readings, assignments and/or case reports.
- Evaluates clinical competency levels of staff to monitor and safeguard services for clients. This is a primary responsibility in ensuring that harm to clients is reduced. It also provides staff with motivation to evolve, change and grow.
- Develops evaluation methods to be used in clinical supervision, which may include self-reporting, case notes, scaling questions, videotapes, client evaluations and client outcome data.
- Provides regular, timely, objective, balanced feedback regarding staff competencies. This includes communicating what level of performance meets program standards as well as communicating when staff performance is above or below expectations. Feedback may include a focus on counselling skills and/or behaviours that need to be changed, including the advantage and benefit for staff.
- Oversees documentation including case notes, file management, report writing and referrals for treatment.

- Gives specific instructions and direction to staff with regards to ethical and legal issues.
- Monitors staff case and workloads, debriefs difficult and complex situations and assists in managing crisis situations to limit staff burnout and vicarious trauma. Supports, when clinically necessary and appropriate, the case management, resourcing, and coordination of exceptionally complex cases.
- Facilitates weekly clinical team meetings.
- Participates in the hiring and orientation of new clinical staff (Office-based Clinical Counselling Team and the Community Response Team).
- Completes annual performance appraisals (including a staff self-evaluation and identification of professional development goals).

2. The Clinical Supervisor provides comprehensive mental health services to a reduced case load of young people and families referred to PYS.

- See Clinical Counsellor job description.

3. As a member of the PYS management team, the clinical supervisor advocates and provides leadership in all matters related to children's mental health both within PYS and in the community,

Associated Tasks

- Advocate within PYS for the resources necessary to deliver high quality children's mental health services.
- Keep the Executive Director and the management team apprised on issues in children's mental health.
- Represent PYS on committees and working groups planning and collaborating with other service partners on matters related to children's mental health
- Develop and provide community awareness and education about children's mental health in the community. This includes but is not limited to presentations and/or workshops that raise awareness of relevant mental health.

CHARACTERISTICS OF THE CLINICAL SUPERVISOR

Supervisors have the responsibility to provide ongoing training in the context of related supervised experiences to enable supervisees to deliver effective and ethical services. Because of this, supervisors must be well trained, knowledgeable and skilled in the practice of their profession and in clinical supervision.

Supervisors operate in multiple roles such as mentor, teacher, consultant and advisor. As a consequence they are ethically vulnerable due to the multifaceted nature of the role and the level of influence and power they have in it. As a consequence, clinical supervisors must also be ethically astute, attentive to power dynamics, and being aware of and effectively upholding relevant professional codes of conduct associated with their role.

They also have a significant influence on their supervisees; therefore, it is vital they monitor their own behaviour to ensure they model ethical practice effectively and also to ensure they do not misuse the inherent power in the relationship between them and their supervisee. Finally, supervisors are faced with the collective responsibility of protecting the welfare of the clients, the supervisee, the public and the profession.

Supervision sessions should be supervisee-centred. In this way the supervisee is able to own the process, rather than feel that the process is driven and dominated by external factors. The Clinical Supervisor should be:

1. Available: open, receptive, trusting, non-threatening
2. Accessible: easy to approach and speak freely with
3. Able: having real knowledge and skills to transmit to the supervisee
4. Affable: pleasant, friendly and reassuring.

KNOWLEDGE, SKILLS AND ABILITIES

- Advanced knowledge of the biopsychosocial presentation, determinants and precipitators of mental health and mental health disorders.

- Seasoned knowledge of a wide range of therapeutic treatment options as well as the skill and ability to provide such treatment to people of all ages with mental health issues.
- Advanced knowledge of the theory and practice research related to children's mental health treatment, including therapeutic work with families.
- Advanced knowledge of clinical supervision theories and techniques, including motivation, education, evaluation, performance standards, and ethical guidelines for the provision of clinical supervision.
- Working knowledge of the different referral agencies/services available within the PYS catchment area.
- Strong leadership and management skills.
- Knowledge of and an ability to network resources within and outside the region to ensure support for clients and their families.
- Ability to draft written documents, which are clear, concise and easy to understand by both professionals and non-professionals.
- Adherence to a professional code of ethics.
- Good office computer skills and knowledge.
- Working knowledge of the legislation governing the practice of mental health treatment.

QUALIFICATIONS

The knowledge, skills and abilities required for this position are typically attained by a master's degree in counselling psychology, clinical psychology, or social work with at least ten years of experience in mental health counselling overseen by a qualified supervisor, or a combination of education and experience commensurate with the duties and requirements of the position.