



Canopy Center

Job Announcement - Oasis Clinical Director

Come join us! Canopy Center is looking for an experienced therapist willing to step into a leadership role. Our ideal candidate is described below as someone who can guide our Oasis program in a full-time position. For the right individual, however, the role could be adapted to a more targeted part-time position (e.g., just clinical supervision). If working at Canopy Center appeals to you, please reach out! Contact us at personnel@canopycenter.org to start a conversation.

About us:

Canopy Center is a non-profit agency located in Madison, Wisconsin that provides services to children and families in our community impacted by trauma and adversity.

The **Oasis** program is a Wisconsin-certified mental health clinic that offers individual, family, and group therapy to people affected by incest and child sexual abuse. For our youngest clients, five and under, we provide assessment and treatment for families impacted by any type of child abuse or neglect. The Oasis program model strives to increase the healthy functioning of families who participate in the program, and help children and non-offending parents or caregivers incorporate the experience of the abuse into their lives in a manner that reduces the short-term and long-term effects, as well as the cycle, of abuse. A second goal of the program is to help non-offending parents and caregivers learn more effective and protective strategies to better parent their child and to strengthen their relationship. For families impacted by incest, we work to support the family through the reunification process in collaboration with other involved professionals. The Oasis Program offers a variety of treatment modalities including Trauma-Focused Cognitive Behavioral Therapy, Play Therapy, Child Parent Psychotherapy, and EMDR. Services are provided in English and Spanish, and interpretation for other languages is available. Currently all fees for services are covered under grant and contract funding. In addition, the Oasis Program is proud to contribute to the education and learning of students training to become trauma-informed mental health providers through internship opportunities.

Job Title:

Clinical Director

Position Summary:

The Oasis Clinical Director (CD) is responsible for providing clinical supervision, consultation and training to all therapeutic staff to ensure a high quality of service to program clients; designing and implementing initial and on-going training programs for Oasis therapists and other agency staff as needed; providing clear administrative oversight of the program, envisioning and leading the clinical growth and direction of the program; maintaining a cohesive treatment philosophy; providing direct therapy services to a small caseload; and serving as the main Oasis liaison to the community on collaborative projects.

Qualifications:

The Oasis Clinical Director (CD) must have clinical experience, including experience providing clinical supervision, knowledge of effective treatments for trauma and sexual abuse, and clear understanding of the clinical goals of the Oasis program. The CD must have a Master's Degree in Counseling or related field and be licensed in their discipline

in the State of Wisconsin and able to provide clinical supervision for both licensed therapists and those working toward licensure. The CD should have demonstrated clinical consultation/supervision experience in sexual abuse treatment, outpatient mental health clinic administration, community outreach and collaboration, and assessing training needs in clinical staff and providing/organizing staff training. The CD must demonstrate initiative, good follow through, and organizational skills; and possess and use sound judgment in the professional arena.

- Some things you would do:**
- * Review treatment plans, and support an early career therapist as they develop their clinical skills.
 - * Talk through options and next steps with a caregiver seeking services for their child.
 - * Meet with a representative from a university counseling program about internship possibilities for their students.

To succeed, you should be: Experienced, organized, and empathetic

Position Details

Official Duties:

Director Responsibilities

- Conduct initial and on-going training to Oasis therapists
- Supervise Oasis Client Coordinator
- Conduct yearly staff evaluations
- Oversee therapists' schedules and caseloads to meet contract and grant commitments, including management of the program waitlist
- Ensure utilization of appropriate outcome measures
- Analyze data and assessments to assure quality client services and adherence with contracts for funding sources, and prepare required reports per contract guidelines
- Conduct weekly Oasis team meetings with sections for both administrative and clinical oversight
- Ensure program is operating within the certification parameters necessary for mental health clinic licensing
- Assist with grant writing for the program, as needed

Clinical Service

- Provide consistent, on-going clinical supervision to Oasis therapists
- Ensure clinical documentation/files are appropriately maintained by all therapists, including organization of electronic files, and completion, updating, and accuracy of client database records
- Research relevant trends in treatment field, make recommendations for application in program, and determine training needs
- Maintain a small caseload of clients
- Maintain knowledge of and adherence to HIPAA requirements
- Provide phone crisis management with individuals calling for services (initial contacts)
- Oversight & scheduling of all incoming clients through the consultation process

Oversight of Clinical Intern Program

- Provide general oversight to clinicians providing direct supervision to clinical interns
- Ensure contacts with graduate programs in counseling psychology, social work, and marriage and family therapy are in place to recruit interns for the program
- Oversee staff involvement in intern/volunteer training

Program Community Liaison

- Maintain contact with current & potential referral sources, keep sources informed of Oasis program information & appropriate referrals
- Maintain and enhance relationships and contact with other agencies and organizations in the community that serve families where sexual abuse has occurred or who share common missions
- Advocate for system changes/development to enhance treatment for children and families through participation and consultation with area task forces, consortia, and ad hoc committees

Attend Program Coordination and full agency staff meetings

Other duties as assigned

Other Requirements:

- Education & Licensure
- Master's degree in counseling or related field.
 - Licensure in their discipline in the State of Wisconsin (or ability to move licensure to this state).
 - Ability to provide clinical supervision to licensed therapists and those working toward licensure.
 - Significant experience and training in Trauma-focused Cognitive Behavioral Therapy and child sexual abuse treatment.

Hours, Salary and Benefits:

The position is 35 hours per week. Salary ranges from \$69,160 to \$74,620 based on qualifications. Open to negotiation. Paid vacation, holiday, and sick time. Health insurance, with single coverage paid 90% by the agency. Long-term disability and life insurance policy premiums paid in full by agency. SIMPLE IRA enrollment available with agency match of 3%. A full Benefits Summary is attached below.

To Apply:

Fill out the online Employment Application on the Careers page of the Canopy Center website, <https://canopycenter.org/how-to-help/careers.html>, including a cover letter and resume with submission. Questions regarding the position or your application can be sent to personnel@canopycenter.org.

The position will be posted until filled.

Canopy Center is an Equal Opportunity Employer dedicated to fostering a diverse work environment. We firmly believe that teams thrive when composed of individuals with varied perspectives and experiences. Accordingly, we do not discriminate on the basis of race, ethnicity, sex, gender identity and presentation, sexual orientation, religion, color, national origin, age, marital status, veteran status, or disability status. Every member of the Canopy Center team—whether employee, volunteer, or board member—shares the responsibility of upholding a culture free from discrimination and harassment, and of treating others with kindness and respect.



Canopy Center

Benefits Summary

Health-Vision Insurance Agency-sponsored policy available to all regular employees, 20 hours or more, with a premium paid 90% by the Agency for employee-only coverage. Employees wishing to add one qualifying individual will have the Agency cover 70% of the premium. Family premiums are paid 50% by the Agency. All premiums will be deducted pre-tax from payroll. Eligible employees may begin coverage on the first of the month following 30 days from date of hire.

Dental Insurance Available to all regular employees, 20 hours or more. Employees may choose a single or family coverage with the premium paid 100% by the employee. All premiums will be deducted pre-tax from payroll. Eligible employees may begin coverage on the first of the month following 30 days of hire.

Group Life Insurance Available to all regular employees, 20 hours or more, with premiums paid 100% by the Agency. This benefit provides insurance benefits of \$10,000 to your beneficiary if your death occurs while you are in our active employment and prior to your retirement. Eligible employees will be auto-enrolled in coverage on the first day of the month following 3 months of employment.

Long-Term Disability Insurance Available to all regular employees, 20 hours or more, with premiums paid 100% by the Agency. This benefit provides income continuation coverage of 60% of an employee's salary during prolonged disability following a qualifying period of 90 calendar days. Coverage begins the first of the month following 3 months of employment for eligible employees.

Retirement savings Employees may sign up for a SIMPLE IRA during the open enrollment period if they have earned a minimum of \$5,000 during that year and can expect to earn a minimum of \$5,000 in the following year. The agency matches up to 3% of annual salary if the employee makes personal contributions to the plan.

Additional retirement accounts are available to all regular employees. This benefit allows employees to contribute a portion of their compensation into a personal retirement savings account. All contributions to these plans are made solely by the employee. Accounts are established on an individual basis so that upon termination with the agency, the employee may continue to contribute to the account if they so choose. Investment options, tax benefits, and withdrawal restrictions are dependent on each employee's individual situation.

Flexible Spending Account Available to all regular employees, 20 hours or more, with 100% of administration costs paid by the Agency. This IRS approved tax-savings program allows you to save taxes by paying for certain expenses on a before-tax basis. Employees can put pre-tax dollars into this account to cover the cost of certain out-of-pocket expenses for themselves and their dependents. Eligible employees may begin coverage upon starting employment.

Employee Assistance Program (EAP) Available to all employees and interns and their family members. The EAP funds up to five short-term counseling sessions through an independent agency, and can assist

with many personal, family, and/or job-related stressors and challenges. It is 100% funded by the agency and strictly confidential.

Paid Vacation Benefits Available to all regular employees, 20 hours or more. Each qualifying employee earns an equivalent (based on FTE) of:

2 weeks in first year of employment (80 hours for a 40-hour employee)

3 weeks in second and third year of employment (120 hours for a 40-hour employee)

4 weeks in fourth and subsequent years of employment (160 hours for a 40-hour employee)

Paid Sick Time Benefits Available to all regular employees, 20 hours or more. Each qualifying employee earns an equivalent of two weeks of sick time per year. For the initial year, one of the two weeks is awarded upon hire; thereafter, a proportional amount is awarded each month. Sick time is carried over from one year to the next until the amount of sick time accrued equals a maximum of 12 weeks (480 hours for a 40-hour employee).

Paid Holiday Time Available to all regular employees, 20 hours or more. The following holidays are observed: New Year's Day, Martin Luther King, Jr. Birthday, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, and New Year's Eve Day (1/2 day). Each qualifying employee earns an equivalent of 11.5 days of Holiday time per year (this is based on FTE and includes time for two personal holidays).

Compensatory Time Available to all regular salaried employees. Compensatory (comp) time may be given for hours worked over the number of typically scheduled hours, with prior approval from supervisor, and may be used in lieu of vacation time. Employees can hold up to one week of comp time hours (40 for a 40-hour employee) at any given time.

Staff Health and Wellness Fund Available to all employees and interns. The Staff Health and Wellness Fund provides for activities that enhance mental, physical, social, and emotional health for staff, thereby resulting in improved individual well-being, productivity, and morale, as well as connection and camaraderie among all staff. Funds are used for activities for all staff and for specific program staff.

Continuing Education Available to all regular employees, 20 hours or more. Workshops/conference attendance, pre-approved by the employee's direct supervisor and the Executive Director, will be paid for by the agency. Travel, lodging, mileage, and work hours will also be covered by the agency.

Pay periods Employees are paid on the 15th and last day of each month.

The above listing is a summary of current benefits available and is intended for summary purposes only. Benefit plans and their provisions are subject to change, addition or deletion without prior notice; continuation of any benefit plan is not implied and remains at the sole discretion of The Canopy Center, Inc. In the event information presented within this document differs from the Plan Document, the formal Plan Document will always govern.