

Job Title	<i>Clinical Educator & Training Director Bay Area – Part Time Exempt (20 hours/week)</i>
Reports to	<i>Assistant Clinical Director & Clinical Director</i>

Job Purpose:

The purpose of this role is to oversee the training, mentorship, and professional development of clinical staff, ensuring that therapists, counselors, and interns meet legal and ethical requirements. This role is central to maintaining the highest standards of clinical quality assurance, providing ongoing support through clinical consultations, supervision, and staff evaluations. Additionally, the Clinical Educator & Training Director-Bay Area will develop and implement staff training programs, workshops, and community education initiatives, fostering a culture of continuous learning and professional growth. The position also involves partnership building with external organizations, contributing to the expansion and enhancement of clinical services offered by the organization.

Duties and Responsibilities:

The following are the primary responsibilities for this position. These are not exclusive or all-inclusive. Other duties may be required and assigned. During your shift, not to exceed 8 hours per day, you will be responsible for the following responsibilities:

Clinical Support & Supervision:

- *Clinical Consults & Support:* Provide therapists with clinical consultations and case support as needed.
- *Supervision & Training:* Supervise therapists, ensuring they meet their contractual hours and receive required supervision in line with legal requirements.
- *Intern Supervision:* Oversee the supervision and support of interns, ensuring they are integrated into the team and receive necessary guidance.
- *Mentorship:* Act as a mentor to clinical staff, fostering professional development and promoting a learning-oriented environment.

Training & Development:

- *Staff Development:* Facilitate staff training, focusing on clinical best practices, legal compliance, and professional ethics.
- *Volunteer Training & Recruitment:* Lead efforts in recruiting and training volunteers for various community outreach and tabling events.
- *Workshops & Community Education:* Design and implement workshops, presentations, and psychoeducational events based on community needs.

Quality Assurance & Evaluation:

- *Clinical Quality Assurance:* Develop and maintain quality assurance processes to ensure clients' highest standard of care.
- *Reporting & Evaluation:* Conduct clinical reviews, oversee staff evaluations, and ensure the effectiveness of training programs.

Operations & Systems Management:

- *Scheduling & Systems Management:* Provide scheduling assistance and ensure therapists receive necessary direction for Insync and other systems.

Partnerships & Community Engagement:

- *Partnership Building:* Foster partnerships with other healthcare providers, community organizations, and stakeholders to enhance clinical service offerings.
- Perform all other tasks as assigned.

Qualifications and Skills:

Required

- Doctorate in Clinical Psychology.
- Post-Doctoral Clinical Fellowship completed or in process of being completed.
- Licensed Clinical Psychologist or in the process of being licensed.
- Minimum of 5 years of clinical experience in mental health settings.
- Experience in mentoring, teaching and training, education, and clinical supervisory.
- Strong understanding of legal and ethical requirements for clinical practice and supervision.
- Familiarity with quality assurance processes in clinical settings, including clinical audits, outcome measurement, and regulatory compliance.
- Experience in program development or training program design within a clinical or educational setting.
- Exceptional communication and interpersonal abilities, with a talent for public speaking and relationship building.
- Excellent leadership skills, communication, and mentorship skills.
- Knowledge of community health issues and experience working with diverse populations.
- Intimate familiarity with Islamic theology, customs, rituals, and rules.
- Must be willing to successfully complete and pass a comprehensive background screening check.

Preferred

- Knowledge of the mental health sector and a commitment to advocating for mental health awareness and support preferred.
- Experience in conducting community outreach or educational workshops.
- Prior experience in partnership building with healthcare or community organizations.
- Experience working with interns or early-career clinicians.

Working Conditions:

- Professional office setting, relaxed business/Islamic attire (culturally attuned to Islamic work context).
- Working in office and remote.
- Routinely use standard office equipment such as computers, phones, etc.

Compensation:

- \$65/hour
- This position is exempt and part time and is not eligible for KC benefits.

How to Apply

Interested candidates should apply via our website. Please visit www.khalilcenter.com and complete the online application. Be sure to include your resume and a cover letter detailing your relevant experience and why you are interested in this position.

Applications without a cover letter will not be accepted.

Application Deadline:	November 4, 2024
Start Date:	November 11, 2024
Approved by:	HR Manager

Equal Employment Opportunity

Khalil Center is an equal opportunity employer, and all qualified applicants will receive consideration for employment



without regard to race, age, citizenship, color, religion, sex, marital status, national origin, disability status, gender identity or expression, protected veteran status, or any other characteristic protected by law.

Applicants applying for roles in the United States must be currently authorized to work in the United States on a full-time basis. Khalil Center will not sponsor applicants either now or in the future for any open role at our organization.