Clinical Manager

Prelude Behavioral Services is a CARF accredited organization that provides substance abuse and behavioral health services. We’re looking for an experienced manager whose values align with ours and who wants to make a difference, inspire others, drive innovative ideas, and deliver results. As the Clinical Manager in our Iowa City residential facility, your key responsibilities will be:

- Supervising residential counselors by providing assignments, direction and feedback; conducting annual performance evaluations; and making recommendations for hiring, disciplinary actions, terminations, promotions, and pay increases.
- Conducting regular staffing with counselors to discuss and monitor client progress, review treatment plans, and address issues. Ensuring all required insurance certifications are completed in a timely manner and ensuring client files are in full compliance.
- Providing oversight to ensure all electronic records are accurate and timely for state reporting and billing.
- Managing the day-to-day operations and functions of the residential unit including client safety, counselor training, facilities and food service.
- Working closely with the Nurse Manager to plan and schedule activities for residential community and coordinate outreach activities.
- Ensuring all residential programs and services are provided in accordance with all agency, local, state and federal policies, laws, regulations and/or guidelines.
- Providing training and supervision necessary to ensure that all staff understand financial principles and are able to demonstrate proficiency in entering data into the electronic recordkeeping system.

Qualifications:
Master’s degree in Counseling, Psychology, Social Work, or a related field; CADC or IADC or an independent license (LISW, LMSW, LMHC or LMFT); a minimum of four years of clinical experience and two years of supervisory experience required. Excellent verbal and written communication skills also required.

A career at Prelude is an opportunity to have an impact on individuals, families, and our community. Every employee plays an integral role in ensuring a positive recovery experience for our clients.

Apply via our website at [http://www.preludeiowa.org/who-we-are/careers/how-to-apply/](http://www.preludeiowa.org/who-we-are/careers/how-to-apply/)

Prelude Behavioral Services is an Equal Opportunity Employer; Minorities, Females, Veterans, Disabilities