



Urban League of
Palm Beach County and
Treasure Coast

***Creating Pathways.
Changing Lives.***

Job Title: Clinical Supervisor – CINS/FINS Non-Residential Program

Summary Description:

The Clinical Supervisor provides clinical leadership and oversight for Case Managers within the Children in Need of Services/Families in Need of Services (CINS/FINS) Non-Residential Program. This role ensures high-quality, trauma-informed services for youth and families through clinical supervision, case consultation, quality assurance, and documentation review. The Clinical Supervisor supports staff development, maintains program compliance and service quality, and plays a key role in ensuring documentation is accurate, complete, and audit-ready.

Essential Duties and Responsibilities:

Key responsibilities of this position include, but are not limited to:

- Provide direct clinical supervision to Case Managers, supporting them in service delivery and professional development.
- Conduct comprehensive reviews of case files to ensure consistency and alignment between presenting problems, psychosocial assessments, service plans, progress notes, and follow-up documentation.
- Maintain an ongoing quality assurance process to monitor and review all case management activities and client documentation for accuracy, completeness, and clinical appropriateness.
- Continually assess the needs of youth and families, making timely referrals to appropriate external resources such as substance abuse treatment, psychiatric evaluation, housing or utility assistance, and other support services.
- Ensure that service planning is individualized, culturally competent, and trauma-informed, and that families are meaningfully engaged throughout the process.
- Serve as the clinical point of contact during audits, site visits, and internal or external quality reviews.
- Provide therapeutic services, when necessary, through telehealth or in community-based settings such as homes, schools, daycares, or other safe environments, based on family preferences and needs.

Qualifications and Requirements:

- Master's degree in social work, Mental Health Counseling, Psychology, or a related field from an accredited institution.
- Must hold a current Florida license as a **Licensed Clinical Social Worker (LCSW)** or **Licensed Mental Health Counselor (LMHC)**.
- Minimum of three years of experience working with children and families affected by emotional disturbances, trauma, or abuse/neglect.
- Demonstrated ability to supervise staff, review clinical documentation, and support a team in delivering high-quality services.
- Strong knowledge of family systems, case management practices, and community-based service delivery.
- Must be a resident of the State of Florida.
- Ability to work flexible hours, including occasional evenings, to meet family and program needs.

Preferred Skills:

- Familiarity with JJIS, NetMIS, or similar case management tracking systems.
- Bilingual (English/Spanish or English/Haitian Creole) preferred.
- Experience working with at-risk youth and court-involved families

Equal Opportunity Employer:

The Urban League of Plam Beach County, Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.

E-mail resumes, cover letter and salary requirements to urbantechjobs@ulpbc.org