

**Clinical Services Manager - Full Time**

Family Central, Inc. has been South Florida’s leader in educating young children and promoting strong families. If you have a passion for children and share our vision that all children have the capacity to realize their dreams, why not consider joining Family Central’s team as a **Clinical Services Manage**r in our Miami-Dade Office?

We require a minimum of five years experience working with children and families and a work history that includes clinical supervision; Knowledge of local child welfare and human service systems, community resources; Previous experience with home visiting preferred. **LCSW or equivalent required**. Excellent written and verbal communication skills and flexibility including the ability to work flexible hours and be available 24/7 to meet staff and funder needs; Proficient in MS Office; must be able to travel throughout Miami-Dade County; Valid FL driver’s license, reliable transportation, and proof of auto insurance. Able to perform in an empowered environment by working collaboratively with other professionals, personnel and direct service providers. Must be familiar and comfortable working with diverse populations

The Clinical Service Manager responsibilities include, but are not limited to:

* Day to **day management of the IFPS program including program staff;**
* **Provides supervision for program staff including hiring, performance management, training, coaching, etc.**
* **Ensures services are consistently being maintained as best practice for quality and in accordance with said contracts, agency policies, state and or federal regulations governing such policies;**
* **Review all documentation including case notes, service plans, and closing summaries for program and contract compliance;**
* **Ensure the integrity of all information maintained in electronic and hard files;**
* **Works as a liaison to Our Kids, DCF and the other prevention service providers to encourage and maintain interagency collaborations;**
* **Acts as a client advocate at all times;**
* **Responsible for maintaining regular contact with FCI and clients by being on call 24/7/365 via cell phone, voice mail, or other available electronic means;**
* **Performs all other duties that may be necessary to maintain the success of the organization.**

**Family Central is an equal opportunity employer. EOE, AA, M/F, D/V, DFWP**

**We offer a competitive salary, excellent benefits package and an opportunity to work with a team of dedicated employees!**

**To apply, visit our website at www.familycentral.org**