



Clinical Team Leader (Clinical Supervisor)

Felton Early Psychosis Programs (formerly PREP)

San Mateo County

Agency Overview

Founded in 1889, the Felton Institute (formerly Family Service Agency of San Francisco) has a 129-year history of innovation in services for vulnerable children, families, and adults. Felton's mission is to respond to human needs with cutting edge social services and treatment that combine the best social science research with cultural sensitivity, a deep respect for the consumer, and a commitment to social justice. With over 46 programs in 11 languages at sites throughout the San Francisco Bay Area and surrounding counties, our comprehensive array of services reaches across all racial, ethnic, cultural, and linguistic lines. At the heart of our work is the belief that individuals and families in crisis must have access to services and resources to help them build on their inherent strengths and develop self-sufficiency. Felton offers a dynamic, challenging, and supportive work environment where staff is encouraged to increase their skills and enter new domains.

Program Description

Felton Early Psychosis Programs (formerly Prevention and Recovery in Early Psychosis - PREP) were originally developed in partnership with the University California San Francisco (UCSF) to provide Coordinated Specialty Care for Early Psychosis. With a multidisciplinary approach to treatment, our program model combines evidence-based practices including Cognitive Behavioral Therapy for Psychosis (CBTp), strengths-based care management, PIER model Psychoeducational Multi-Family Groups, peer support, algorithm-based medication management, IPS model supported employment and education, and access to cognitive remediation training to address issues early and get people back on track to a fulfilling life as quickly as possible. The model was expanded into a new component (BEAM) to provide early intervention services for individuals with psychosis and mood disorders and we are poised for growth with new opportunities afforded by the expanding field of early intervention. Felton Early Psychosis Programs are funded through partnership with the respective county behavioral health departments to implement evidence-based practices with outcome driven fidelity measures and serves youth and young adults in San Francisco, Alameda, San Mateo, and Monterey counties.

Position Overview

The Clinical Team Leader is a leadership position responsible for the implementation of coordinated specialty care model program and coordinates team activities, monitors quality assurance and supports fidelity monitoring of Felton's early psychosis program model. Local travel between agency sites as well as direct service provision to program participants is expected. This position reports to the Director of Programs.

Specific Duties and Responsibilities (Essential Functions)

- Support Director of Programs in providing clinical oversight to Felton Early Psychosis program.
- Actively coordinate clinical meetings in compliance with program model, ensure communication is efficient and all team members are kept informed of relevant issues involving all participants and their families.
- Serve as primary clinician for assigned caseload of program participants.
- Responsible for monitoring caseloads, coordinating intakes, discharges and referrals.
- Support team management, productivity and attendance.
- Assist with recruitment, training, performance evaluations, and regular supervision as assigned.
- Ensure contract compliance including writing progress reports.
- Responsible for team conformance with agency requirements and regulations.
- Maintain quality assurance standards, adherence to MediCal/MediCare, commercial insurance documentation requirements and data collection for measured outcomes.
- Collaborate with the leadership team to implement the model in accordance with fidelity measures and strategic development plans.
- Provide individual and group supervision to interns accruing clinical experience and hours for professional licensure (according to licensure status).
- Ensure team's compliance with all research protocols and evidence-based practices fidelity measures.
- Participate in the delivery of training and/or program presentations as assigned.
- Actively engage in program's outreach campaign and liaison with other Felton departments regarding media campaign, outreach materials, and facilitate community involvement and/or advocacy.



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- Contribute to all assigned committees and meetings (leadership meetings, steering committee, operations meetings, etc.) and represent Felton's program in stakeholder, county, and other assigned meetings.
- Attend and participate in all assigned trainings for professional, program, and agency development.
- Additional duties as needed.

Qualifications

- Master's Degree (or higher) in Social Sciences, Psychology, Counseling Psychology or related field **AND** current California State Licensure. Two years post licensure and completed necessary course requirements to provide clinical supervision to BBS registered interns a plus.
- Three years of experience providing mental health services to youth or young adults with serious mental health challenges **OR** two years of direct service experience in early psychosis program.
- Personal or family experience of overcoming mental health challenges highly desirable.
- Demonstrated proficiency in Microsoft Word, Excel, PowerPoint, Outlook, and ability to type 45 WPM.
- Valid California Drivers' License with an excellent driving record.

Competencies

- Good team management skills and ability to coach staff to effectively engage clients and family members.
- Ability to establish trusting, hopeful relationships with clients and their families.
- Demonstrated experience implementing evidence-based practices to fidelity.
- Demonstrated ability to interact with and respect differences of opinion, beliefs, culture, appearances and ways of life.
- Ability to lead culturally diverse multidisciplinary team and ensure accessibility and welcoming of all people.
- Knowledge of SMC BHRS behavioral health departments and community resources.
- Knowledge of County, State and Federal requirements for documentation and reporting, including MediCal/MediCare standards, CPT codes, etc.
- Knowledge of Cognitive Behavioral Therapy (CBT) and treatment of co-occurring mental health and substance use disorder preferred. Experience with CBT for Psychosis (CBTp) a plus.
- Good negotiation and problem-solving skills.
- Excellent communication (written and verbal) and interpersonal skills.
- Adaptable, open to change, and able to tolerate ambiguity.
- Strong organizational skills, attention to detail, ability to prioritize tasks, and manage time effectively.
- Demonstrated experience as a team player with a welcoming attitude.
- Bilingual/Bicultural and fluent in Spanish or Asian languages preferred, but not required.

Physical Requirements, Use of Equipment, and Work Environment:

The position requires sitting at a desk approximately 50% of the time, with standing 20% and walking or driving 30% of the time. Ability to perform routine bending, stooping, twisting, and reaching. Lifting may be required occasionally of no more than 20 lbs at a time. Approximately 50% of the time the employee uses a computer, keyboard, mouse, telephone, mobile phone, fax machine, copier, and video conferencing equipment. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The work is performed in an office environment and/or at various community locations and requires local travel.

Additional Information

Job Title: Team Leader
Division: Early Psychosis
Position: 1.0 FTE (Full Time), Exempt
Reports to: Director of Programs
Compensation: DOE

SEND RESUMES TO:

BRUCE ADAMS
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