



# Behavioral & Educational Solutions, P.C.

<b>Job Title:</b>	Clinical Director	<b>Job Category:</b>	Professional
<b>Location:</b>	Silver Spring, MD, 20910	<b>Travel Required:</b>	minimal
<b>Level/Salary Range:</b>	Competitive and commensurate with experience	<b>Position Type:</b>	Full Time
<b>Date posted:</b>	June 20, 2017		
<b>Website:</b>	<a href="http://www.besdc.com">www.besdc.com</a>		

**E-MAIL YOUR RESUME TO:**

1-877-637-7490 or [hr@besdc.com](mailto:hr@besdc.com)

**Subject Line: Clinical Director (your name)**

**Job Description**

**ROLE AND RESPONSIBILITIES**

The clinical director organizes and oversees people and services rendered by our clinical department. In addition to supervising all clinical matters, the clinical director will mentor others and has a deep respect for policies and ethics while having the ability to inspire others. His or her ultimate goal is to create and sustain smooth operating of the clinical services, while maximizing performance

**Duties include (but are not limited to):**

- Develop standard operating practices that align with the company's mission
- Create expansion strategies to help company meet production and revenue goals
- Recruit and hire qualified professionals to ensure clinical departments are properly staffed
- Standardize clinical supervision and employee evaluation procedures
- Coordinate and supervise staff providing constructive feedback ensuring employee raises, promotions, and bonuses are supported by evaluations and align with employee's contract
- Utilize working knowledge of budgeting in order to collaborate with finance personnel
- Coordinate and implement legal guidelines and internal policies while maintaining best standards of practice
- Recommend software, technology, or other resources that may improve clinical operations
- Work closely with managers to coordinate best practices between departments
- Represent the company at events, meetings, and other business-related settings
- Provide and coordinate clinical training as needed
- Coordinate practices for working with volunteers and interns
- Regularly identify practical solutions for challenges that the clinical department faces
- Establish relationships with other organizations, entities, and persons to meet client and company needs
- Thoroughly understand the details of all contracts and create practices that execute them
- Other duties as assigned

**QUALIFICATIONS AND MINIMUM REQUIREMENTS**

- Master's degree in clinical administration, psychology, or related field.
- Proven experience in clinical director or managerial position in clinical setting
- Exhaustive experience with clinical supervision and program management
- Excellent knowledge of child development, behavioral health, counseling, social work, and related health fields
- Excellent communication and people skills
- Aptitude in resolving issues and conflicts

**Preferred Skills**

- Master's degree in clinical administration, psychology, or related field.
- Proven experience in clinical director or managerial position in clinical setting
- Exhaustive experience with clinical supervision and program management
- Excellent knowledge of child development, behavioral health, counseling, social work, and related health fields
- Excellent communication and people skills
- Aptitude in resolving issues and conflicts

**Travel, Physical, and Other Requirements**

Travel, extended hours, and weekend work will be required from time to time. Long periods of sitting, walking, or standing may be required.

**Employee Disclaimer Statement**

Behavioral & Educational Solutions, P.C. does not discriminate on the basis of race, ethnicity, and religion. We are a fair and equal opportunity employer.