



Everyone in our community is fully nourished—emotionally, physically, and spiritually

Position Announcement: Deputy Director of Training and Clinical Services

Mission / Organization / Department

At William Temple House (WTH), we offer food, counseling, clothing, and household items to our Portland-area neighbors. Our vision is that everyone in our community is fully nourished.

Founded in 1965, WTH has a budget of \$2.4 million and 28 staff members (26 FTE). In September 2019, we developed a diversity, equity, and inclusion (DEI) framework, conducted a client needs assessment, and began an intensive strategic planning process which was completed in July 2020. Our recent strategic planning work included a refreshed logo, visuals, and updated messaging, adopted in Fall 2022.

Our team is comprised of 4 staff members and 4 contracted counselors. Our program has close partnerships with local universities and regularly recruits and trains 15 – 20 interns per year. As an agency we serve a wide variety of clients in our programs, including people who are immigrants, people of color, LGBTQIA+, younger, older, and with disabilities. We are proud of our reputation for providing quality counseling to people who otherwise may not have access to services.

Current Opportunity

The Counseling Department is a complex operation that is constantly adapting to meet the changing needs of our Portland community. This position closely supports the Director of Training and Counseling. The Deputy Director plays a key role in supporting the training and facilitating the learning of the next generation of practitioners and therapists in Portland, OR.

As one of the main internship training programs in Portland, William Temple House trains students completing master's degrees in Counseling, Psychology and Social Work. This position will include hands-on aspects such as facilitating both group and individual supervision to interns, shadowing interns, and providing support on-site and virtually during client crisis. In addition, the Deputy Director of Training and Clinical Services helps manage this increasingly complex operations and is a thought-partner for the Director in terms of evaluating and adapting long term strategy as well as being responsible for direct or back-up day to day operations of the department.



About Us

With our nearly 60-year history of responding to the needs of our community through essential programs and services, we welcome people from across the Portland metro area. Equity and justice are core values that guide all our work. In the pursuit of social justice, we stand with each other. We lift up our clients' voices, stories, and strengths—and center these perspectives in our work. Our passionate group of people make up a robust staff dedicated to our mission. We are amid some impactful organizational cultural shifts because of our equity work and the COVID-19 pandemic.

As an equal opportunity provider serving more than 11,000 people a year, our programs and services are inclusive of all households and family structures, races and ethnicities, languages spoken, gender identities, sexual orientations, ages, faiths, and immigration experiences. Many turn to us when other doors have been closed, including disenfranchised and marginalized individuals, immigrants, people of color, and people whose primary language is not English.

Our staff and board believe deeply in our social justice roots and have a commitment to equity that we're working to instill more authentically in our operations. It is a very exciting time of change, and we are looking for someone who is willing to be a full participant in shaping the future of our communications, and our organization as a whole.

We have a deep appreciation for our team members and celebrate staff and volunteer birthdays and anniversaries and, pre-COVID, regularly held *fun committee* events.

Salary & Benefits

- \$33 to \$40/per hour based on skills & experience (min 32 hours per week)
- Employer-paid medical, dental, and vision benefits for employee (100%)
- Life insurance, Long term disability and AD&D
- Flexible Spending Account (FSA)
- 401K retirement plan with employer match
- Paid Time Off (PTO): 160 hours 60's days after hire date; 200 hours on 2nd year anniversary; 240 hours on 3rd anniversary and years following
- Paid holidays: 10 designated holidays
- Parking permit or transit reimbursement
- Employee Assistance Program
- Thrift Store Discount (20% off regularly priced merchandise)
- Free off street parking for Timbers and Thorns games



Position Requirements

Qualifications and Skills (Equivalencies will also be considered.)

- Master's degree in Psychology or related field with minimum five years of equivalent experience.
- Knowledge of advanced principles of psychology, with special experience in treatment of mental disorders and psychopathology.
- Licensed LPC, LMFT or LCSW with minimum two years of experience as a clinician in either private practice or an agency setting.
- Strong communication, interpersonal and organizational skills, and the ability to work with diverse individuals through collaborative leadership, motivational, team-building and conflict resolution skills.
- Knowledge of professional legal and ethical standards coupled with clinical wisdom and judgment necessary to insure safety of professionals, clients, and the organization.
- Knowledge of program outcome research and practice.
- Ability to supervise and develop qualified, professional counselors and graduate-level psychology students.
- Knowledge of available resources in the community for further referral of clients.
- Maintenance of educational requirements for professional certification.
- Ability to implement and maintain State and Federal regulations regarding counseling students.
- Ability to maintain confidentiality and professionalism at all times.
- Attention to details, excellent oral and written communication skills and a genuine interest in service to the community.
- Proficiency in Microsoft Office, Salesforce and social media platforms.
- Positive attitude and interest in and willingness to collaborate with WTH team.

Work Environment:

- This job operates in an office environment and requires use of phones, computers, fax machine, copier, and other office equipment.
- Occasional evening and weekend work may be required.
- William Temple House is a diverse, inclusive, and equitable organization where all employees, volunteers, and clients, whatever their gender identity, race, color, ethnicity, national origin, age, sexual orientation or identity, education, disability, or socio-economic status, are valued and respected.

Physical Demands:

- While performing the duties of this job, the employee must be able to sit for prolonged periods of time and work in front of a computer monitor. Involves reaching with hands and arms, talking, and hearing. Must be able to lift and/or carry up to 20 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.



A Plus, But Not Required

- Lived experience related to being a person of color, LGBTQIA+, having a disability, living in poverty, being an immigrant, or being part of a community that has been historically marginalized.
- Bi-cultural and / or bi-lingual.
- Management experience in a similar or equivalent setting.

How to Submit Your Application

- Please send a cover letter and chronological resume to our Operations Manager, Eli Soria at esoria@williamtemple.org by July 3rd 2024
- In your cover letter, please answer these questions, supplying a one-paragraph answer to each:

What are your best qualities as a supervisor, and how do you know?

What have you done in your professional and/or personal life to promote equity and justice?

- An email acknowledgement will be sent to all applicants within two business days. If you do not receive an acknowledgment within that timeframe, please contact Eli Soria via email.
- The position will remain open until filled.
- **Not sure if you should apply?** Please reach out via email to Eli Soria to schedule a call.

Equal Opportunity Employer

We are an Equal Opportunity Employer encouraging applications from people of color, immigrants, LGBTQ people, women, and people with disabilities. The board and staff believe they can meet the organization's mission only with a diverse range of members, employees, and participants who actively cultivate a culture of equity and belonging.