



## **Position Announcement: Deputy Director of Training and Clinical Services**

Position Title:	Deputy Director of Training & Clinical Services
Department:	Counseling
Reports to:	Director of Training & Clinical Services
Salary Range:	\$86,000 to \$98,000

## **Food. Counseling. Connection.**

### **Our Vision**

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

### **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 Clinical Services. The Deputy Director of Training and Clinical



Services plays a key role in training and mentoring the next generation of practitioners and therapists in Portland, OR, while also promoting program visibility, expanding access to care, and securing funding to sustain the program.

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 on-site and virtual support during client crises, as well as delivering direct in-person and telehealth clinical services to William Temple House clients. Additionally, this role will collaborate with the Director to develop and implement initiatives aimed at achieving revenue neutrality for 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 4,500 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.

## Salary & Benefits

- \$75,000 to \$85,000 annual salary 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 1st year; 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.
- Licensed as an LCSW, LPC, or LMFT in the state of Oregon for a minimum of two years.
- Experience shepherding both clinical interns and pre-licensure graduates through the credentialing process.
- Knowledge of advanced principles of psychology, particularly in the treatment of mental disorders and psychopathology.
- Proficiency in individual, couples, and family treatment models.
- Expertise in family dynamics and specific psychotherapy interventions for individuals and families.
- Advanced clinical skills in diagnosis and treatment planning, including knowledge of substance use disorder diagnosis and treatment, and trauma-informed care.
- Experience working with clients experiencing suicide ideation and domestic violence.
- Experience with telehealth delivery models and a strong understanding of related legal and ethical standards.
- Familiarity with collaborative care models and experience providing wraparound services alongside other medical providers.

- Knowledge of professional legal and ethical standards, combined with clinical wisdom and judgment, ensuring the safety of clients, staff, contractors, volunteers, and interns.
- Ability to supervise and mentor qualified, professional counselors and graduate-level psychology students.
- Research and evaluation skills.
- Ability to maintain confidentiality and professionalism at all times. Skilled in interfacing with the legal community while enforcing Oregon Counseling Association (OCA) rules around client confidentiality. Knowledge of HIPPA (Health Insurance Portability and Accountability Act) standards.
- Commitment to racial and economic justice, equitable practices, and inclusive decision-making; demonstrated ability to collaboratively lead equity initiatives.
- Training and commitment to both DEIA (Diversity, Equity, Inclusion, and Accessibility) principles and trauma-informed practices.
- Collaborative, inspiring, innovative, and strategic leadership skills.
- Excellent oral and written communication skills, attention to detail, and a genuine interest in serving the community.
- Proficiency in Microsoft Office and database management.

#### 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.
- Must be able to lift and/or carry up to 20 pounds.
- Involves reaching with hands and arms, talking, and hearing.
- 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](mailto:esoria@williamtemple.org).

In your cover letter, please answer the following questions:

**How do you incorporate a trauma-informed approach into your leadership style?**

**What drives your personal commitment to making mental health services more accessible, equitable, and inclusive?**

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.