

Clinical Director

The Anxiety Institute is a clinical practice specializing in the treatment of anxiety and related disorders for adolescents and young adults, ages 13 to 25. Our multidisciplinary team provides evidenced-based treatments while nurturing the patient in their local home environment. These advanced, proven techniques focus on treating teens and young adults while coaching the parents who guide them.

With the opening of a new location in Boca Raton, Florida, we seek a skilled clinician and leader to serve as Clinical Director for the site. The Clinical Director must be eager to help recruit, hire, and train new clinical staff and join with the senior management team to help forge the company's expansion and strategic direction. At Anxiety Institute, our staff is comprised of genuine, compassionate, and empathetic people who focus on the value and goodness in every person. We hire personable, collaborative, and dedicated team players who are willing to grow with the company and welcome the challenge of complex cases.

Position Summary

Reporting to the Chief Clinical Officer (CCO), the Clinical Director works closely with the senior management team and provides exemplary leadership, management, supervision, and treatment consistent with the Anxiety Institute's therapeutic orientation and core values. They will also lead the clinical team to provide innovative, evidence-based treatment to individuals, groups, and families. Upon hire, staff complete a formal clinical training program, reinforced by a quarterly company-wide professional development series. Clinical Directors provide up to three hours of weekly clinical supervision for each primary clinician. Clinical Directors receive up to two hours of supervision each week with the CCO and senior team members.

Responsibilities

New Location

- Work with senior management to recruit, hire and train clinical and administrative staff for new Anxiety Institute location.
- Implement Anxiety Institute model of care across Intensive Outpatient and Outpatient programs at new Boca Raton, FL location.
- Work with CEO and the Anxiety Institute marketing team to engage with area clinicians, hospitals, schools, and education consultants to introduce the Anxiety Institute model of care to greater Palm Beach County.

Clinical

- Collaborate with multidisciplinary team members in the development of individualized treatment plans and in the monitoring and treatment of clients. Facilitate research, as needed, for treatment plan development utilizing best practice, outcomes-based research. Ensure client treatment plans are developed, communicated, and coordinated among key staff for daily and weekly scheduling.

- Develop and manage the implementation of strategies and plans for fearful and resistant clients and parents related to attendance, commitment, and completion of treatment.
- Assist in family therapy, as needed, to support clinical team and assure forward momentum within complex family systems.
- Design, implement, and analyze individual and program outcome studies using quantitative (e.g., anxiety and mental health assessment measures) and qualitative methods (e.g., parent/client interviews). Utilize outcome measures to improve treatment strategies, justify continuation or cessation of treatment, and coach individual clinicians for continuous improvement.
- Implement performance improvement activities using the Continuous Quality Improvement (CQI) program, and modify clinical practices based on CQI recommendations.

Supervision & Training

- Train, support, and supervise licensed and license-eligible clinicians and support staff on the use of empirically supported approaches for the treatment of anxiety disorders.
- Ensure clinical strategy and documentation associated with treatment management (e.g., treatment plans, clinical notes, transition plans, discharge plans) are aligned with evidence-based protocols, promote the highest standard of care, and conform to all licensure regulations.
- Assure, through example, exemplary customer service and clinical professionalism for prospective, current, and former clients, family members, external providers, and referral sources.
- Provide day-to-day management of administrative and clinical staff including counseling and performance evaluations with applicable documentation
- Provide training opportunities for clinical faculty to ensure compliance with in-service requirements.
- Acquire and maintain current clinical knowledge, skills, and standards set forth by the Anxiety & Depression Association of America (ADAA) and American Psychological Association (APA).

Operations

- Implement and drive operational processes to ensure efficient and effective management of the clinic including on-boarding of new clients and their families, initial and on-going treatment planning, family education, and termination of treatment.
- Respond and participate with staff in addressing client, parent and stakeholder questions, concerns, complaints, and clinical emergencies.
- Oversee patient and staff scheduling, ensuring quality care while maximizing operational efficiency.
- Direct objectives, manage curriculum, and ensure effective delivery of client and family psycho-educational content (e.g., group therapy, presentations, etc.).
- Assist in staff selection and recruitment as requested by founders, and coordinate orientation for new staff.
- Maintain client medical records and department files as required by state law and the ethics and best practices of the American Psychological Association (APA).

- Ensure compliance with all facility and Company policies, Federal and State laws, regulations, and guidelines including HIPAA. Ensure clinical faculty credentialing, health and safety, and training files are updated as required.
- Develop a system that provides effective and consistent mental health consultation services to clients as well as training and support procedures for faculty providing this service.

Admissions & Marketing

- Meet with prospective families and clients to develop rapport and inspire confidence in Anxiety Institute clinical services and establish leadership as Clinical Director.
- Conference with the Anxiety Institute Admissions team and new families to discuss transition, ensure smooth hand-off from admissions/intake to treatment, and identify any special services that may be required.
- Assist and collaborate with Director of External Affairs and Chief Marketing Officer on marketing and outreach activities.

Qualifications

- Current licensure as a mental health clinician in the State of Florida, or Florida state licensure within 6 months of hire.
- A minimum of 10 years of individual, group, and family therapy experience with a specialty in CBT using exposure therapies and E/RP protocols in treatment of Anxiety and OCD.
- Affinity to work with school/college aged individuals and their parents.
- Experience/proficiency using E/RP protocols for OCD, and/or a personal understanding of anxiety disorders and a professional passion for its treatment.
- Experience supervising masters, practicum students, pre-doctoral and post-doctoral interns.
- Clinical, operational, or research experience in an intensive outpatient or residential program.
- A driver's license, with clean driving record as well as insurance, is required for this position.
- Ability to pass numerous background checks (e.g., criminal history education credentials, etc.).
- Provide proof of good health and free of any communicable disease including a TB test.

Benefits

Our competitive compensation and benefits include health, life, disability, and dental insurance with the Anxiety Institute covering 80% of individual employee costs. To preserve our team's mental health, we have a policy of "unlimited" paid time off ("PTO") with approval from an employee's supervisor (to be managed prudently and professionally) plus company-wide paid vacation during Christmas through New Year's.

Application Process

Applications should include a cover letter and resume and must be sent, preferably in PDF format, to recruiting@KeelingAssociates.com. The subject line of the email should

read “Anxiety Institute—Clinical Director.” Confidential inquiries and nominations should be addressed to Dr. Lili Rodríguez, Senior Consultant for Executive Search, at lrodriguez@KeelingAssociates.com. The process will continue until the position is filled.

Anxiety Institute is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws providing equal employment opportunities, and all other employment laws and regulations. It is our intent to maintain a work environment which is free of harassment, discrimination, or retaliation because of age, race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding and/or related medical conditions), gender, gender identity, gender expression, sexual orientation, military or veteran status, or any other status protected by federal, state, or local laws. The Company is dedicated to the fulfillment of this policy in regard to all aspects of employment, including but not limited to recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment.