

**Assistant Clinical Supervisor Substance Use Disorder Program**  
**New Hope Manor, Inc.**  
**Barryville, NY 12719**

Full time

**Qualifications:**

CASAC

5 plus years of experience in substance use disorder (SUD)

Familiarity with OASAS regulations, policies, and procedures a plus

Experience with EMR's a plus

**Full Job Description:**

Leading Substance Use Disorder treatment provider, New Hope Manor, is seeking an Assistant Clinical Supervisor to join our dedicated team. New Hope Manor provides services for up to 53 women. Our Mother/Infant program provides a unique opportunity for women to have their young children on site with them. Our dynamic Interdisciplinary team works together providing, individualized, person centered care treatment for the women we serve.

COVID guidelines are strictly adhered to, safety measures are in place. We are serving a reduced capacity during the pandemic and provide PPE to all employees and women in treatment.

**Responsibilities of our Assistant Clinical Supervisor include:**

Our Assistant Clinical Supervisor works closing with Clinical Supervisor to provide guidance and direction for counselors and support staff.

- Oversee Clinical Department in absence of Clinical Supervisor
- Assist with admission process
- Scheduling staff
- Carry a caseload of five to six clients, meeting individually on a bi-weekly basis
- Provide Crisis and Therapeutic interventions
- Supporting women in their therapeutic goals, providing a safe and comfortable environment
- Assist with training and program development
- Compliance with OASAS regulations and policies for providing person centered care

**Schedule and hours:**

Tuesday – Saturday, some evening hours

**We have an excellent benefit package:**

- 403(B) with annual employer contributions
- Traditional pension plan through the Archdiocese of NY; employer pays full contribution
- Life insurance; employer pays full premium
- Health insurance; employer pays generous portion of premium

- Group Dental and Vision plans
- Health Savings Account
- Employee Assistance Program
- Parental Leave
- Generous Paid Time off package (four personal days, eight sick days, eight holidays, two week's vacation annually) Vacation time increases with years of service

EOE:

New Hope Manor is an equal opportunity employer that is committed to diversity and inclusion in the workplace.

**Website:**

[www.newhopemanor.org](http://www.newhopemanor.org)

Call Jessica Hickey, Human Resources Manager at 845-557-8353 ext. 349 or email resume to [jhickey@newhopemanor.org](mailto:jhickey@newhopemanor.org)