



Commonwealth Healthcare Corporation
Commonwealth of the Northern Mariana Islands
1178 Hinemlu' Rd, Garapan Saipan, MP 96950



HUMAN RESOURCES
EXAMINATION ANNOUNCEMENT NO. 24-019

POSITION: **CLINICAL SUPERVISOR** OPENING DATE: **01/01/2024**
CLOSING DATE: **Continuous**

SALARY: **\$74,187.36 - \$90,174.24 per annum**
The salary given will be determined by the qualifications of the appointee.

LOCATION: Addiction Services Unit, Community Guidance Center
Commonwealth Healthcare Corporation, Saipan

NATURE OF WORK:

Under the direct supervision of the Director of Behavioral Health Clinical Services and administrative supervision of the Director Behavioral Health Community Guidance Center, the incumbent will perform, assist, and support the delivery of substance use disorder prevention and treatment services. The incumbent in this position will provide therapeutic services, evaluation, and consultation to individuals and families in a clinical setting. They must have demonstrated the ability to work independently and well with others. The candidate must be a qualified mental health professional specializing in helping people overcome alcohol, substance, drug, and behavioral addictions. Their duties include evaluating and treating patients' mental and physical health and supporting persons and family members battling addiction.

DUTIES:

- Supervises addiction counselors providing treatment for substance use disorder and co-occurring disorder.
- Provides counseling to clients or patients, individually or in group sessions, to assist in overcoming dependencies, adjusting to life, or making changes.
- Intervenes as an advocate for clients or patients to resolve emergency problems in crises.
- Supervises counseling efforts with mental health professionals or other health professionals, such as doctors, nurses, or social workers.
- Reviews treatment plans to comply with changes in client status.
- Attends training sessions to increase knowledge and skills.
- Participates in case conferences or staff meetings.
- Provides clients or family members with information about addiction issues and available services or programs, making appropriate referrals when necessary.
- Supervises activities with courts, probation officers, community services, or other post-treatment agencies.
- Trains and supervises student interns or new staff members.
- Acts as liaison between clients and medical staff.
- Plans or implements follow-up or aftercare programs for clients to be discharged from treatment programs.
- Instructs others in program methods, procedures, or functions.
- Provides counseling to family members to assist them in understanding and supporting clients or patients.
- Confers with family members or others close to clients to inform them of treatment planning and progress.
- Supervises or directs other workers providing services to clients or patients.

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job-related medical condition or disability, or any legal protected status.

- Develops, implements, or evaluates public education, prevention, or health promotion programs, collaborating with organizations, institutions, or communities.
- Abides by the CNMI Licensing Board Regulations, NAADAC (National Association for Alcoholism and Drug Abuse Counselors), the Association for Addiction Professionals; National Certification Commission for Addiction Professionals Code of Ethics, Pacific Behavioral Health Certification Body (PBHCB) or other sanctioned standards and regulations for substance use disorder and mental health treatment.
- Maintains culturally competent and sensitive application of interventions to ethnically diverse and minority populations.
- Maintains knowledge of CNMI and Federal laws, codes, and regulations governing mental health and substance abuse treatment.
- Adheres to the policies and procedures of the CHCC and CGC. Follows all protocols and chain of command at CHCC and CGC.
- Performs other duties as assigned.

QUALIFICATIONS:

Education: Master’s Degree from a recognized college or university in Counseling, Psychology, Social Work, Marriage and Family Therapy Program or related Human Services field, preferably in behavioral or mental health.

Experience: Minimum five (5) years of experience working in a behavioral health setting with clients with addictions and/or substance use disorders; related experience can include other mental health or behavioral health settings such as school counseling.

Other: Writing skills and oral presentation skills are needed. Proficient in Microsoft Office and Excel. Computer literacy and competency are preferred. Language competency in indigenous languages is preferred but not required.

REQUIREMENTS:

Must meet relevant licensure requirements set by the CNMI Licensing Board within six (6) months from date of hire.

CONDITIONAL REQUIREMENTS:

Employment is contingent upon successful clearing of pre-employment health and drug screening in accordance with CHCC policy.

OTHERS:

This position is a Full-Time employment status and requires at least 40 hours per week. This position is “**Exempt**” or is **NOT** eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. Regular operating hours of the Commonwealth Healthcare Corporation will be Monday to Friday from 7:30am to 4:30pm. This work schedule is subject to change with or without notice based on the Employer’s business requirement and by the demands of the position. This position is paid on a bi-weekly basis. CHCC adheres to all applicable deductions such as CNMI tax, federal tax, Medicare and Social Security. This position is subject to funding availability through federal funds awarded to the *Block Grants for Prevention and Treatment of Substance Abuse*, not to exceed 09/30/2023.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: “Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any.”*

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- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1178 Hinemlu' St. Garapan, Saipan, MP, 96950

Office Hours: Monday through Friday, 7:30am to 4:30pm; **CLOSED** on weekends and holidays.

Employment Application Forms are available at the hospital facility's Main Cashier Office or online at www.chcc.health.

E-mail: apply@chcc.health

Trunk Line: (670) 234-8951 ext. 3583/3443/3556

Fax Line: (670) 233-8756

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***Note:** Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.*