



## **Job Description Behavioral Health Clinical Supervisor and Manager**

**Who We Are:** The Production Farm is a 501c(3) non profit behavioral and mental health agency operating in Manitowoc and Sheboygan Counties. We take an outside of the box and holistic approach to mental health care with a focus on play, connection, and growth.

**Title:** Behavioral Health Case Manager  
**Reports to:** Director of Behavioral Health at The Production Farm  
**Location:** Manitowoc Office Location and Remote  
**Hours:** Exempt

### **Clinical Supervisor and CARE CASE MANAGER**

The behavioral health care case manager coordinates the overall effort of the group and ensures effective communication among team members and families. A behavioral health care manager is a behavioral health professional, typically a counselor, clinical social worker, psychologist or psychiatric nurse, who performs all of the care management tasks. This full time position will require home based and in person work, with required local travel within Manitowoc County Wisconsin.

### **DUTIES AND JOB RESPONSIBILITIES**

- Attend team meetings (both virtually and in person); assist facilitator with establishing goals for service plan
- Document team meetings via service notes to document progress on treatment goals.
- Conduct tours with new Consumers and their families

- Communicating with facilitator and parents regarding positive or negative behaviors, concerns occurring during service time
- Provide twice weekly supervision to providers on staff
- Uploading of services plans, crisis plans, and initial assessments to the Drive and keeping documents updated via coordination with the Farm office manager and County facilitators.
- Create behavioral interventions when appropriate to address Consumer's behaviors
- Provide guidance to Providers on Mandated reporting
- Coordinating care with Consumer's treatment team
- Scheduling individual skill building clients
- Reviewing new referrals for appropriateness and maintaining a waiting list
- Scheduling of staff and clients and coordinating with other locations on scheduling.

**TRAINING AND LICENSURE REQUIREMENTS**(f) *Supervision and clinical collaboration.*

Supervision and clinical collaboration of staff shall meet the requirements in s. [DHS 36.11](#). In addition each staff member of The Production Farm will complete required orientation training and ongoing training yearly.

(g) *Minimum qualifications.* Each staff member shall have the interpersonal skills training and experience needed to perform the staff member's assigned functions and each staff member who provides psychosocial rehabilitation services shall meet one of the following minimum qualifications:

1. Psychiatrists shall be physicians licensed under ch. [448](#), Stats., to practice medicine and surgery and shall have completed 3 years of residency training in psychiatry, child or adolescent psychiatry, or geriatric psychiatry in a program approved by the accreditation council for graduate medical education and be either board-certified or eligible for certification by the American board of psychiatry and neurology.
2. Physicians shall be persons licensed under ch. [448](#), Stats., to practice medicine and surgery who have knowledge and experience related to mental disorders of adults or children; or,

who are certified in addiction medicine by the American society of addiction medicine, certified in addiction psychiatry by the American board of psychiatry and neurology or otherwise knowledgeable in the practice of addiction medicine.

3. Psychiatric residents shall hold a doctoral degree in medicine as a medical doctor or doctor of osteopathy and shall have successfully completed 1500 hours of supervised clinical experience as documented by the program director of a psychiatric residency program accredited by the accreditation council for graduate medical education.
4. Psychologists shall be licensed under ch. 455, Stats., and shall be listed or meet the requirements for listing with the national register of health service providers in psychology or have a minimum of one year of supervised post–doctoral clinical experience related directly to the assessment and treatment of individuals with mental disorders or substance-use disorders.
5. Licensed independent clinical social workers shall meet the qualifications established in ch. 457, Stats., and be licensed by the examining board of social workers, marriage and family therapists and professional counselors with 3000 hours of supervised clinical experience where the majority of clients are children or adults with mental disorders or substance-use disorders.
6. Professional counselors and marriage and family therapists shall meet the qualifications required established in ch. 457, Stats., and be licensed by the examining board of social workers, marriage and family therapists and professional counselors with 3000 hours of supervised clinical experience where the majority of clients are children or adults with mental disorders or substance-use disorders.
7. Adult psychiatric and mental health nurse practitioners, family psychiatric and mental health nurse practitioners or clinical specialists in adult psychiatric and mental health nursing shall be board certified by the American Nurses Credentialing Center, hold a current license as a registered nurse under ch. 441, Stats., have completed 3000 hours of supervised clinical experience; hold a master's degree from a national league for nursing accredited graduate school of nursing; have the ability to apply theoretical principles of advanced practice psychiatric mental health nursing practice consistent with American Nurses Association

scope and standards for advanced psychiatric nursing practice in mental health nursing from a graduate school of nursing accredited by the national league for nursing.

**OTHER REQUIREMENTS:**

- 2+ Years Experience with management, case management, and supervision
- Demonstrated ability to collaborate and communicate effectively in a team setting.
- Ability to maintain effective and professional relationships with patients and other members of the care team.
- Experience with screening for common mental health and/or substance abuse disorders.
- Working knowledge of differential diagnosis of common mental health and/or substance abuse disorders, when appropriate.
- Ability to effectively engage patients in a therapeutic relationship, when appropriate.
- Ability to work with patients and their families by telephone as well as in person.
- Experience with assessment and treatment planning for common mental health and/or substance use disorders.
- Working knowledge of evidence-based psychosocial treatments and brief behavioral interventions for common mental health disorders, when appropriate (e.g., motivational interviewing, problem-solving treatment, behavioral activation).
- Basic knowledge of psychopharmacology for common mental health disorders that is within appropriate scope of practice for type of provider filling role.
- Experience with evidence-based counseling techniques

**The Production Farm offers excellent benefits to our employees including:**

- Company Medical, Vision, & Dental Insurance Plans
- Company paid Life Insurance
- Company paid Short and Long-term Disability
- 401K

- Paid Time Off (PTO); vacation and personal
- Paid (non-working) holidays
- Parental Leave
- Remote work; flexibility

### **Compensation**

The Production Farm offers compensation commensurate with the candidate's experience for this position. Between 55,000 and 60,000 per year. In addition, The Production Farm offers a robust benefits package including, PTO, 401K plan with match of 100% up to 3% and 50% at 4 and 5%, medical, vision, and dental insurance plans, paid life insurance, and paid short and long-term disability, paid holidays, parental leave, and remote work flexibility.

### **We Believe...**

We at the farm believe in Play, as play is proven to be a necessity in youth development, youth engagement, and also teaches competencies. We believe in connection not only with the youth we serve, but their families and communities. We also believe in growth, so that we can grow together and learn from each other. We hope to empower and engage, by giving youth a voice, creative outlets, and meaningful connections so that we can provide opportunities for youth in care to succeed.

By working at The Production Farm, you can make a difference in the lives of others. Our success has translated into a rapidly growing organization, offering career opportunities in recognition of hard work. For more information about our innovation and ever-growing organization go to [theproductionfarm.org](http://theproductionfarm.org).

Are you interested in joining The Production Farm's innovative team? Submit your resume and cover letter that includes why you'd be an ideal fit for the role, to [jobs@theproductionfarm.org](mailto:jobs@theproductionfarm.org)