



**Director of Residential Treatment Services
St. Louis, MO.**

Position Summary:

The Director of Residential Treatment Services is responsible to insure that the 10 key elements of clinical excellence are implemented, present and monitored ongoing. This position provides the guidance, direction and monitoring to ensure achievement of targeted goals and outcomes, including full enrollment per budget capacity; compliance with JCAHO and program contracts, and Great Circle procedures, standards, and policies. The position directly supervises the Milieu Services Manager, Clinical Services Manager, Maintenance Manager, Nursing Services Manager, and the Food Services Manager. The Director of Residential Treatment Services actively participates in the Great Circle leadership team and is responsible for achievement of the overall strategic plan goals, annual outcomes, quality indicators, and core competency performance standards for all Residential staff. This position reports directly to Great Circle's Chief Program Officer of Residential Treatment Services.

Essential Functions:

1. Participates in the Great Circle state-wide initiative of "one program, four (4) sites" implementation of Great Circle's residential treatment program.
2. Provides leadership direction, program development and execution of all Residential Treatment programming on their assigned campus.
3. Responsible for the research, training, implementation and evaluation of the 10 Key Elements of Clinical Excellence in Great Circle's residential treatment program.
4. The Director of Residential Treatment Services will ensure compliance with JCAHO regulations, program contracts and grants, state regulations, licensing requirements and other accrediting entities.
5. This position develops and oversees their assigned campus budget in conjunction with Great Circle's other Directors of Residential Treatment Services and the Chief Program Officer. Monitors and adjusts expenditures monthly to stay within annual budget. Insures that all revenue targets are monitored and met.
6. The Director of Residential Treatment Services is accountable for managing and maintaining program census/enrollment at budgeted capacities.
7. Pursues additional funding sources to sustain and expand program.
8. Ensures Great Circle's policies, procedures, protocols, treatment planning and implementation, paperwork, and FAMCare documentation are timely and accurate.
9. Monitors program outcomes, quality assurance, and improvement strategies.
10. Position will be responsible for hiring, training, and evaluating the Milieu Services Manager, Clinical Services Manager, Nursing Services Manager, Maintenance Manager and Food Service Manager.
11. Provides ongoing supervision and direction to all assigned supervisees.
12. Responsible for maintaining an excellent working relationship with the leadership of the schools involved in educating the children served Great Circle's residential treatment programs.
13. Ensures that appropriate high quality individual, group and family therapy occurs in accordance with program contracts. Monitors the billing process ensuring submission in a timely fashion and revenue is maximized.
14. Coordinates with maintenance staff to ensure safety of residents that the physical plant is maintained in good condition

15. Completes assigned community contacts and develops positive working relationships with key community agencies for marketing and referrals.
16. The Director of Residential Treatment Services will insure all internal investigations surrounding residential are completed in accordance with Great Circle policy.
17. Participates in Great Circle agency-wide leadership team, designated work groups to achieve strategic and annual goals, improve quality, and strengthen staff core competencies across all regions.
18. Any other duties as assigned for the betterment of Great Circle.

Education, Experience and Skills Required:

- Masters degree in Social Work, Psychology, Counseling, or related field.
 - a. Missouri State Licensure (LCSW, LPC, etc.) preferred.
- A minimum of five years' experience working with children in a residential setting.
- A minimum of four years previous supervisory experience.
 - a. Preferably two or more years of experience in an administrative position in a residential setting.
- Strong and demonstrated personal commitment to their professional development and growth.
- Ability to read, write, speak, and understand English.
- Exceptional verbal, written, analytical, communication, and persuasive skills, and the ability to interact effectively with all levels of employees and management.
- Computer skills (Microsoft Office)
- Possess a current, valid driver's license and meet the Great Circle requirements for insurance.