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Clinical Social Worker/Clinical Counselor Lead (Non-Exempt)

JOB CODE	JOB FAMILY	PROFILE
JCP403H	**Health and Social Services**	**Clinical Social Worker/Clinical Counselor Lead (Non-Exempt)**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Hourly	**$33.39 - $52.75**	**August 28, 2026**

The Clinical Social Worker/Clinical Counselor Lead performs lead duties for clinicians and case managers within the facility, provides clinical treatment programs, and directs and guides both staff and residents.

Job Description

DUTIES AND RESPONSIBILITIES

- Supervises facility mental health personnel, including making recommendations for hiring, training, work allocation, problem resolution, and performance evaluations.
- Provides clinical oversight of services and offer supervision, support, and consultation to all Youth Services Center direct service staff.
- Guides staff by overseeing case management planning, reviewing and distributing cases, balancing workloads, and responding to questions related to departmental policies and procedures.
- Conducts interviews, evaluations, assessments, and mental status examinations of residents as needed; develops individualized treatment plans.
- Advises staff on mental health conditions and/or special needs of individual juvenile clients.
- Collaborates with staff on complex or challenging case management activities; assesses individual and family needs, develops appropriate service or treatment plans, and provide referrals.

- Ensures the delivery of adequate care and treatment to all residents.
- Assists the manager in developing and implementing plan initiatives, objectives, procedures, and guidelines within the assigned area of responsibility.
- Creates and implements procedures and guidelines for Youth Services Center mental health staff and residents.
- Provides individual, family, and group counseling to residents as needed.
- Facilitates communication and coordination with clinicians and external service providers.
- Maintains clinical oversight and continue providing supervision, support, and consultation to direct service staff.
- Maintains accurate clinical records and prepare reports as required.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- Master's degree in Social Work, Counseling, or a related field.
- Four (4) years of work experience in diagnosis, evaluation, treatment planning, and psychotherapy.
- Two (2) years in a supervisory or management capacity.

*Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

ADDITIONAL REQUIREMENTS

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization’s Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver’s License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.

- Must possess a current Licensed Clinical Social Worker (LCSW) OR Licensed Professional Clinical Counselor (LPCC) OR a current provisional license from the New Mexico Regulation and Licensing Department in any of the above-mentioned license types may conditionally serve to satisfy the licensure requirement.
- The provisional license shall only serve to meet the licensure requirement for as long as it remains valid.

- Failure to maintain an active licensure status shall violate the conditional employment and will result in re-assignment or termination.

PREFERENCES

- Knowledge of New Mexico rules and regulations and the professional code of ethical conduct for social workers and licensed clinical counselors.

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.

WORKING CONDITIONS

- Duties are performed indoors in a temperature-controlled environment.
- Duties are performed on an even, usually dry surface, which may be concrete, tile, or carpet.
- Work hazards include the possibility of personal injury from violent residents.
- Duties are performed in a locked facility.
- Employee may be required to work flexible schedules.

EQUIPMENT, TOOLS, AND MATERIALS

- Utilizes computers and communication equipment on a daily basis.
- Materials and products handled include various forms and office supplies.