Organization: Korean Community Services of Metropolitan New York, Inc.
Position Title: Mental Health Social Worker/ Clinician
Reports To: Interim Assistant Clinical Director
Job Type: Full-time
Department: Mental Health Clinic
Location: 42-16 162nd Street, 2nd Fl. Flushing, NY 11358

About the Organization:
Founded in 1973, Korean Community Services of Metropolitan (KCS) is a 501(c)(3) nonprofit providing culturally appropriate programs that center the advancement of wellness and economic security of the Korean American and larger immigrant community. We are a multi-social service organization specializing in the areas of Aging, Education, Immigration, Mental Health, Public Health & Research, and Workforce Development. KCS has offices across New York and New Jersey - including our Headquarters in Queens, Mental Health Clinic, Corona Senior Center, Flushing Senior Center, and other satellite offices - that employ 44 full-time staff and 75 part-time staff.

About the KCS Mental Health Clinic:
In 2015, KCS established a New York State-licensed outpatient mental health clinic, the first to be operated by a nonprofit organization serving the Korean community. Currently, our licensed clinicians provide culturally and linguistically sensitive mental health services in Korean and English and conduct various outreach activities to raise awareness of the importance of mental health and combat the social stigma around receiving care. We serve clients regardless of their immigration status or ability to pay.

Primary responsibilities include but are not limited to:
● Meet agency requirements for qualitative and quantitative contacts with clients. Includes conducting intake interviews, rendering diagnoses in accordance with DSM criteria, providing crisis intervention, providing individual, family, and group psychotherapy, conducting telephone referrals, providing advocacy, case management and referrals
● Meet agency requirements for qualitative and quantitative documentation. Includes writing progress notes, treatment plans, intake assessments, correspondence regarding clients, termination summaries, encounter forms and all other required documentation
● Assess the needs of the clients including their basic needs such as food, clothing, and shelter.
● Ensure that referrals are made to appropriate internal and external services as required to meet the needs of the clients
● Provide coverage for walk-ins and phone referrals as needed
● Monitor and coordinate psychiatrist psychopharmacology appointments
● Responsible for all administrative and clinical documentation associated with direct service clients
● Maintain content and format of casework record according to regulatory guidelines
● Complete and submit all documentation required for agency reimbursement for services in a thorough, complete, accurate and timely fashion
● Report all incidents as outlined in agency policies and procedures manual in a timely and professional manner
● Maintain all applicable standards of audit readiness
● Attend case conferences and present cases
● Attend and actively participate in individual and group supervisions

Additional Roles (pending further review):
● Participate in advocacy and outreach activities and collaborate with other community organizations. Includes organizing community educational seminars, reaching out to schools, police offices, hospitals, churches, and community-based organizations, leading and developing anti-stigma campaigns
● Engage in administrative activities for the clinic. Includes participating in budget planning and grant writing, developing service delivery protocols and clinical programs
● Provide weekly supervisions to MSW interns for the clinic

Qualifications:
● LMSW, LMHC, LCAT, or Limited Permit/ Licensed Psychologist with a valid NYS license
● Bilingual in Korean/English strongly preferred
● Minimum 2 years of clinical experiences is required. Additional administration experience is a plus.

Compensation:
Competitive compensation commensurate with experience.

Contact Information:
Myoungmi Kim, Executive Vice President
E-mail: mkim@kcsny.org
Phone: (718) 939-6137

Yuna Youn, Interim Assistant Clinical Director
E-mail: yyoun@kcsny.org

To apply please send resume, cover letter, and references to mkim@kcsny.org & yyoun@kcsny.org