



Supervision Job Description Denver Family Institute

Position Overview:

Denver Family Institute is seeking contracted Supervisors for students enrolled in Denver Family Institute's Marriage and Family Therapy program. Supervisors have a yearly contract to work with supervisees for a school year, and can take on as many supervisees as they feel comfortable. Generally, the responsibilities of Supervisors are as follows:

- 1) Meet weekly individually with first year supervisees and/or biweekly with second year supervisees.
- 2) Provide systemic supervision of students' clients and oversight of students' administrative tasks.
Administrative tasks include:
 - a) Quarterly Progress Logs
 - b) Permission to see Clients and Couples forms
 - c) Quarterly supervision checklist
 - d) Reviewing clinical notes and treatment plans
- 3) Attend bi-monthly faculty meetings and annual faculty retreat.
- 4) Maintain supervision notes and sign a contract with each supervisee.
- 5) Follow DFI and AAMFT policies and ethics with students.
- 6) Use DFI email to receive and send communications to students, the administrative team, and other faculty members.
- 7) Attendance and possible involvement in the following annual DFI events (in addition to recurring meetings noted above): Capstone (students' final case presentation) and Graduation



About Denver Family Institute:

Denver Family Institute (DFI) is a private, nonprofit organization that exists to strengthen relationships in our community through quality marriage and family therapy (MFT) training and services. The provision and continuous improvement of these services is the core mission of DFI. To achieve this mission, we provide marriage and family therapy training, consultation to community agencies, and relational therapy to families, couples, and individuals regardless of income. Our focus is on strength-based, systemic therapy, rooted in multicultural, social justice, and ethical principles and practices congruent with the values of our accrediting body and the Mission of the American Association of Marriage and Family Therapy.

At Denver Family Institute, we recognize the central importance of relationships in the well being of individuals, couples, families, and communities. Additionally, we honor the diversity in relationships and of individuals in our world. We welcome students, faculty and clients from all cultures, lifestyles, and backgrounds. We have a clear non-discrimination policy and [commitment to social justice](#) in our program. Denver Family Institute was established in 1982 and is a COAMFTE accredited program.

Denver Family Institute is a 501(c)3 non-profit public charity corporation.

Requirements:

- License in Marriage and Family Therapy (LMFT) in the State of Colorado
- AAMFT Approved Supervisor with supervision experience, OR can achieve the AAMFT approved supervisor designation within three years from the date of hire
- 2+ years of experience providing systemic supervision
- 4+ years of post-graduate clinical experience
- Proficient computer skills to work efficiently and effectively within technological platforms at DFI
- Demonstrated commitment to equity and social justice within the context of mental health

Preferred Qualifications:

- Ability to provide two-Hour group supervision about two times a month
- Over 6 years of post-graduate clinical experience
- Multiple licenses or certifications in the field of counseling in addition to the LMFT (e.g.: LPC, LCSW, CAC series, etc.) LCSWs in particular are strongly encouraged to apply

Benefits

- Shaping the next generation of marriage and family therapists
- Increasing opportunities to collaborate and network with other supervisors
- Help support student therapists as we address the overwhelming unmet need for mental health support in Colorado
- Join a mission-driven mental health non-profit

We are looking for something with the following skills:



- Systemic lens in both clinical and supervision
- Strong clinical and supervisory skills
- Impeccable attention to detail and organization
- Ability to extract and internalize key information found in lengthy handbooks and instructional manuals (e.g.: the accreditation guidelines provided by COAMFTE)
- Experience coaching adults; ability to deliver constructive feedback and follow up

Physical Requirements/Work Environment: Meetings with individual supervisees are one hour, and group supervision is two hours. Meetings are face-to-face unless extraordinary circumstances arise, including COVID. Starting in September, 2021, supervisors should expect to meet with supervisees in person, unless circumstances with COVID-19 deem it unsafe to meet in person.

To Apply:

Please submit the following to careers@denverfamilyinstitute.org :

- Cover letter that explains your interest in the Supervisor role and what makes you a strong candidate
- Resume or CV