



Job Code: 9608

Grade: 23

HCWR: N

Job Title

Manager of Trauma Recovery, Intervention, and Prevention (TRIP)

Department

Trauma Administration

This position is exempt from Career Service under the CCH Personnel Rules.

Job Summary

The Manager of Trauma, Recovery, Intervention, and Prevention (TRIP) is responsible for overseeing the program management and clinical support staff for the TRIP and Healing Hurt People Chicago (HHPC) hospital-based programming. The Manager of TRIP will maintain a client caseload and provide guidance to staff during individual and groups client sessions

General Administrative Responsibilities

Collective Bargaining

- Review applicable Collective Bargaining Agreements and consult with Labor Relations to generate management proposals
- Participate in collective bargaining negotiations, caucus discussions and working meetings

Discipline

- Document, recommend and effectuate discipline at all levels
- Work closely with labor relations and/or labor counsel to effectuate and enforce applicable Collective Bargaining Agreements
- Initiate, authorize and complete disciplinary action pursuant to CCH system rules, policies, procedures and provision of applicable collective bargaining agreements

Supervision

- Direct and effectuate CCH management policies and practices
- Access and proficiently navigate CCH records system to obtain and review information necessary to execute provisions of applicable collective bargaining agreements

Management

- Contribute to the management of CCH staff and CCH' systemic development and success
- Discuss and develop CCH system policies and procedures
- Consistently use independent judgment to identify operational staffing issues and needs and perform the following functions as necessary; hire, transfer, suspend, layoff, recall, promote, discharge, assign, direct or discipline employees pursuant to applicable Collective Bargaining Agreements
- Work with Labor Relations to discern past practice when necessary



Typical Duties

- Supervises and oversees the clinical practice and operations of TRIP.
- Leads training initiatives on topics of trauma-informed care, provide leadership to trauma-informed care initiatives throughout CCH.
- Participates in development and implementation of research protocols.
- Maintains a caseload of inpatient and outpatient clients, providing evidence based and trauma- informed assessments and counseling.
- Meets with clinical staff regularly to observe individual and group sessions.
- Supports program management and development for TRIP related initiatives.
- Develops programs to expand trauma-informed mental health services to patients and families - Collaborates with hospital and community-based services to provide continuity of care and to ensure standards of agreements are met.
- Coordinates clinical services with supportive services in violence and injury prevention/intervention.
- Coordinates support services to families throughout the dying process, including advance directives, morgue/unit viewing, organ donation and bereavement support.
- Develops debriefing protocols and provides emotional support to staff in times of crisis and debrief after critical events, when necessary.
- Attends and participates in multidisciplinary team meetings.
- Performs other duties as assigned.

Minimum Qualifications

- Master's degree in Counseling, Social Work, Psychology, or related field from an accredited college or university
- Licensed in the State of Illinois in the field of study or ability to obtain an Illinois license prior to starting employment
- Three (3) years of clinical experience with individuals impacted by trauma
- Two (2) years of experience mentoring, leading and/or supervising staff
- Experience assessing and treating PTSD and other mental health disorders
- Experience in program development and conducting outreach activities
- Experience offering trauma-informed mental health care or application of evidence-based therapies such as Psychological First Aid, Trauma Focused Cognitive Behavioral Therapy, Cognitive Processing Therapy, Acceptance and Commitment Therapy, and/or other Trauma-Informed interventions
- Proficient using Microsoft Office

Preferred Qualifications

- Five (5) years of experience with patient population or similar populations: urban trauma patients, violently injured, exposure to community violence, history of incarceration, burns, in the areas of advance care planning, bereavement support, violence screening, and family systems assessments preferred.
- Current clinical experience with urban trauma patients in the immediate post injury phase and critical care settings
- Experience in an urban Level 1 Trauma Center



Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of the target communities and the target populations
- Knowledge of formal and informal organizations in the target communities
- Knowledge and experience with research databases
- Excellent verbal and written communication skills necessary to communicate with all levels of staff and a patient population composed of diverse cultures and age groups
- Analytical skills, problem solving skills
- Conflict management skills
- Strong decision-making skills
- Ability to work collaboratively within large multidisciplinary team
- Demonstrates sensitivity and respect in caring for patients and in dealing with clients of diverse backgrounds.
- Comfortable with outreach activities in high traffic, high stress environments
- Working conditions:
- Environment: All areas of the hospital including Resuscitation/trauma bay, Trauma ICU, hospital, specialty clinics and administrative offices.
- Possible exposure to hazards: noise, chemicals, disease, and blood borne pathogens, patient violence and procedural injuries.

Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.