



**Job Code:** 9974  
**Grade:** 22  
**HCWR:** N

**Job Title**

Supervisor of Trauma Intervention and Peer Programming

**Department**

Trauma Administration

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

**Job Summary**

The Supervisor of Trauma Intervention and Peer Programming develops programming to provide care to patients and families coping with the aftermath of traumatic injury for Healing Hurt People Chicago (HHPC). The Supervisor will maintain an active caseload, identifies and trains peer leaders to support program goals identifying strengths and resiliencies that support recovery.

**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**

- Leads and supervises staff providing therapeutic and trauma focused care.
- Creates and implements best practice standards for peers and staff related to planning interventions in group and individual settings.
- Ensures competency of staff and peers through training, supervision and mentoring in crisis intervention practices, Psychological First Aid, motivational interviewing, trauma-informed care, and other appropriate interventions.
- Provides treatment within the HHPC therapeutic framework through a variety of models used by HHPC. The model trauma focused therapeutic interventions with intensive case management (ICM) services.
- Provides emotional support to staff and peer leaders in times of crisis and debrief critical events.
- Fosters healing and community through SELF groups. Trains peers and staff as co-facilitators using the SELF model.
- Develops plans of care, in consultation with clients and families, to address safety and symptoms of trauma by increasing connection to school, family, social supports, and social services. Serves as a mentor and partner assisting clients as they develop skills to navigate systems of care, i.e., medical, academic, employment, housing, social service, and mental health.
- Supports and closely coordinates mental health care with the patients' primary care provider and other treating mental health providers.
- Documents clinical assessments, care plans, and interventions utilizing Healing Hurt People Chicago's (HHPC) electronic case management tool and other electronic medical records as appropriate.
- Performs other duties as assigned.

**Minimum Qualifications**

- Master's degree in Social Work from an accredited college or university
- Licensed as a Clinical Social Worker in the State of Illinois or the ability to obtain license to starting employment
- Two (2) years of experience evaluating, screening and/or accessing trauma patients for PTSD and other mental health disorders
- Two (2) years of supervisory or managerial experience
- One (1) year 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
- Experience leading peer support groups and mentoring peer leaders
- Must be able to travel to multiple work sites

**Preferred Qualifications**

- Clinical experience with urban trauma patients in the immediate post injury phase and critical care settings
- Experience in an Urban Level I Trauma Center



**Knowledge, Skills, Abilities and Other Characteristics**

- Knowledge of formal and informal organizations throughout under-resourced communities
- 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
- Demonstrate analytical, problem-solving, critical thinking, and conflict management/resolution skills
- Excellent program development, management, and leadership skills
- Strong decision-making skills
- Strong project management skills
- Demonstrates sensitivity and respect in caring for patients
- Demonstrated commitment to serving racially and economically marginalized communities affected by structural violence
- Strong attention to detail, accuracy, and precision
- Flexibility and adaptability in performing work duties
- Ability to assess, problem solve and make decisions on available data
- Ability to maintain a professional demeanor and composure when challenged
- Ability to work as a team member, creating and maintaining effective working relationships

**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.**