



Exceptional Workplaces. Exceptional People.

**Submitted By:** Alison O'Donnell  
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**Date:** 2/20/19

**Employer Name:** Tandem HR  
**Employer Phone:** 630.468.9279  
**Location:** 2400 Wolf Road, Suite 100 Westchester, IL 60154

**Position Available/Job Title:** EAP Clinical Manager

**Description: Essential Duties and Responsibilities:**

As the Clinical Manager reporting to the Director of National Accounts, this position will be working closely with the Clinical/Intake Team, to provide clinical supervision of staff counselors and our expanding network of national affiliates. The position will monitor the delivery of both clinical and administrative processes to ensure that the highest level of clinical support and consultation is provided to Workplace Solutions client companies and its users. This position will support the implementation of strategic plans and will monitor and direct clinical activities, to ensure that strategic goals are met within budget.

**Educational Requirements:**

Master's Degree in counseling, psychology, clinical social work or a related field. Licensed at the highest level for the discipline (e.g. LCPC , LCSW).

**Other Qualifications/Experience:** Minimum of five (5) years direct clinical experience required. Minimum of five (5) years supervisory experience required. Previous experience in an EAP setting required. Ability to assist with training and program development. Solid client service/relationship management/project management skills. Knowledge/training in Workplace Violence and critical incidents situations. Substance abuse assessment and treatment experience required.

**Materials Required:** Resume

**Please Submit To:** Alison O'Donnell, Talent Acquisition Specialist

**NOTE:** *This job posting will remain on the NIEAPA website for 45 days from the date of posting. If you wish to remove it sooner, please contact NIEAPA@corpevent.com*