

Date Posted: 10/28/09

**University of Houston
Graduate College of Social Work
JOB OPPORTUNITY POSTING**

Job Title: Compliance Coordinator

Employer: Montrose Counseling Center

Description: Compliance Coordinator for GLBT behavioral health clinic in Houston, TX to oversee client intake assessment process and client assignment, crisis on-call during business hours, client record audits, and compliance with Joint Commission, funding source standards of care and facility licenses; and maintain quality improvement plans. Flexible hours. Heavy quality assurance and auditing requirements. Must be paperwork oriented.

Qualifications: LCSW, LPC, LMFT, LCDC or LMSW with three years of experience in counseling required.

Hours: 40 hours a week, Monday through Friday, daytime hours

Salary: Discussed during the interview process

Agency: Montrose Counseling Center

Address: 401 Branard, 2nd Floor, Houston TX, 77006

Telephone: (713) 529-0037

Email Address: employment@montrosecounselingcenter.org

Contact person: Eric Carrera

Contact title: Associate Executive Director

Method of Application: Email cover letter, resume and salary requirements to employment@montrosecounselingcenter.org, or fax to 713.526.4367, attention Eric Carrera.

Opening Date: Immediate opening

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity. Thank you