



POSITION ANNOUNCEMENT

Date of Notice:	May 19th, 2026	Closing Date:	When filled
Name of Position:	CCS Program Manager	Status:	Full-Time/Non-Exempt
Respond to:	Pathfinders 4200 N. Holton Street, Suite 400 Milwaukee, WI 53212	Email Address:	hr@pathfindersmke.org

Job Purpose and Reporting Structure

Under the supervision of the Director of Clinical Services, the CCS Program Manager is responsible for managing, supervising, and implementation of the day-to-day operations of the CCS team to ensure the overall compliance of program requirements. The CCS Program Manager will serve as a mental health professional to meet DHS 35 and 36 standards for clinical supervision

Essential Duties

1. Manage recruitment, hiring, training, and retention/evaluation of CCS paid and non-paid staff.
2. Provide individual and group clinical supervision to all assigned staff as well as train staff in accordance with policies and procedures established by the agency, Milwaukee County CCS, to be in compliance with DHS 36.
3. Manage and provide clinical support for all CCS enrollments, treatment plans, assessments, and other clinical documentation.
4. Monitor daily operations of the CCS program to ensure best practice and compliance standards are followed and met.
5. Provide coverage related to clinical supervision for other mental health professionals within the department as needed to ensure compliance across the department.
6. Generate and maintain accurate documentation as required by established standards by Pathfinders, Milwaukee County CCS, DHS 36 and Medicaid.
7. Provide training and consultation with other Pathfinders' programs to assist them in initiating effective treatment parameters and treatment plans with CCS consumers. Provide support as needed with collaborative partners.
8. Utilize reports and data provided by Milwaukee County CCS to continuously improve the care of the youth and families as well as manage overall compliance of the program, and monitor monthly billing, revenue and budget oversight of the program.
9. Provide emergency mental health services to consumers, as needed.
10. Participate and represent Pathfinders in all meetings for the CCS program within Pathfinders, Wraparound Milwaukee and Milwaukee County CCS and participate in all program and agency meetings, trainings, and development opportunities.
11. Adhere to all relevant Pathfinders Milwaukee and Milwaukee County CCS Policy and Procedures.
12. Other duties as assigned.

Requirements

1. Qualified applicants require a Master's degree in Social Work, Psychology, or other related field.
2. Valid State of Wisconsin Licensed Clinical Social Worker (LCSW) OR State of Wisconsin Licensed Professional Counselor (LPC) OR State of Wisconsin Licensed Marriage and Family Therapist (LMFT) strongly preferred.
3. At least one (1) year of experience providing supervisory support to others. Preferred experience as a Wraparound Milwaukee care coordinator.
4. Must have excellent communication and interpersonal skills, and be able to maintain privileged client information.
5. Proficient in *Microsoft Word*, *Excel*, and *Outlook* computer programs is required.
6. Must be able to work both independently and as part of a team within the parameters of the program, and to work in a changing environment where there is frequent exposure to stressful/crisis situations.
7. Must have a valid WI driver's license, reliable vehicle, and proof of auto insurance.

Additional information

Starting salary range \$65,000 - \$75,000. Excellent benefits package includes health/dental, short- and long-term disability insurance, life insurance, 403b, and generous paid time off plan. Opportunity to join a caring and committed team of professionals.

Response

Send letter of interest, current resume, and salary expectations via email to hr@pathfindersmke.org. Organizational information can be found at www.pathfindersmke.org. **No phone calls will be accepted.**

An Equal Opportunity Organization

Pathfinders is deeply committed to diversity in all that we do. We welcome applications from all individuals including those who mirror the diversity of our youth and the community we serve