

ALEXANDER KATOPIS

OBJECTIVE

Professional Overview

SKILLS & ABILITIES

- Ability to complete, oversee, support and lead efficient work flow in multiple clinical, academic and business environments
- Ability to understand, analyze and improve comprehensive financial, clinical and business components and systems
- Excellent communication and collaboration skills in both oral and written forms
- Effective leadership, training, teaching, marketing and management skills
- Broad knowledge of mental health science and industry with diverse clinical skills and experience

EXPERIENCE

UNIVERSITY OF SOUTHERN MAINE, SEHD, COUNSELOR EDUCATION PROGRAM, GORHAM

September 1st, 2018 – Current

Lecturer & Field Placement Coordinator

- Provide overall leadership, management, supervision and field placement coordination of all Counselor Education Program clinical mental health and rehabilitation students
- Responsible for maintaining the relationships with field placement sites across the state of Maine
- Academic advising and professional development of between 20-35 clinical mental health and rehabilitation students
- Teaching 2 course for the Counselor Education Program per semester in various subjects
- Participating and attending various Counselor Education committees

SEQUELCARE OF MAINE, YARMOUTH

April 4th, 2016 – June 22nd, 2018

Regional Clinical Director

- Provide overall leadership, management and coordination of 10 mental health programs in Southern Maine that work with a diverse client population
- Responsible for the administrative supervision of all program staff, including hiring, marketing, orientating, training, supervising, and evaluating staff. Staff may include licensed counselors, interns, trainees, rehabilitation specialists, and support staff.
- Overseeing and improving the client and staff referral systems and processes
- Analyzing and understanding the MaineCare rules, regulations and billing requirements and planning on the impacts on clients, staff and business function
- Managing and directing internship program. Work with various academic institutions and supervise clinical interns - from Associates through Master's level
- Overseeing and monitoring agency documentation processes, expectations, implementations
- Working with the Executive Director and HR Director to develop new services and to expand services
- Represented agency throughout state for various employee and client related affairs, including public and private agencies, schools, DHHS and academic institutions
- Oversaw and directed the delivery of clinical training and psychoeducational seminars for all the agency employees
- Ensure that programs deliver culturally competent services

- Conduct psychotherapy (individual and family) to a wide range of clients (always keeping between 2 and 5 cases)

MERRYMEETING BEHAVIORAL HEALTH ASSOCIATES, BRUNSWICK

December 1st, 2009 – April 1st, 2016

Clinical Director (held Program Manager position with agency from 2007 – 2009)

- Provide overall leadership for and coordination of all 6 professional mental health programs
- Responsible for the administrative supervision of all program staff, including hiring, orientating, training, supervising, and evaluating staff. Staff may include licensed therapists, interns, trainees, rehabilitation specialists, and support staff.
- Developing a system for coordinating referrals and assigning cases to appropriate staff, while also having a comprehensive understanding of MaineCare rules, regulations and billing requirements/expectations
- Overseeing all QA (quality assurance) activities for agency and ensuring that all clinical documentation is delegated and completed
- Developed, established and oversaw agency internship program. Established partnerships with various academic institutions throughout the state of Maine and developed learning plans/curriculums for graduate and undergraduate internship experiences
- Understanding documentation processes, expectations, implementations and requirements for all 6 agency programs
- Working with the Executive Director and HR Director to develop new services and to expand services
- Created and developed 3 new programs for the agency, all meeting state, licensing and MaineCare regulations/requirements (Adult Outpatient Counseling, Child Outpatient Counseling and Adult Case Management)
- Represent the program in the community, including with other public and private agencies, especially Mental Health, DHHS, Social Services, and school districts
- Delivered clinical trainings and supervisions for clinicians and clinical interns to advance their professional growth and development skills and abilities
- Ensure that program staff deliver culturally competent services
- In collaboration with the CFO, develop and monitor program budgets
- Work closely with HR Director to ensure employee/staff policies and procures follow all legal parameters
- Conduct psychotherapy (individual and family) to a wide range of clients (always keeping between 2 and 5 cases)

EDUCATION

UNIVERSITY OF SOUTHERN MAINE, GORHAM, ME - 2010

Master of Science in Clinical Mental Health Counseling

- Summa Cum Laude
- CSI Honors Society

UNIVERSITY OF SOUTHERN MAINE, LEWISTON, ME - 2007

Bachelor of Science in Social & Behavioral Sciences

- Cum Laude

ENDICOTT COLLEGE, BEVERLY, MA - 2002

Associates in Business Management & Finance

**ACCOMPLISHMENTS
& LICENSURES**

- Licensed Clinical Professional Counselor in the State of Maine (LCPC) #CC4120
- Certified Drug and Alcohol Counselor in the State of Maine (CADC) #CAC5053
- Member of the AMHCA (American Mental Health Counseling Association)
- Board Member of MEMHCA (Maine Mental Health Counseling Association)
- Member of the NBCC (National Board of Certified Counselors)
- National Certified Counselor (NCC)
- Mental Health Rehabilitation Technician - Community (MHRT/C)
- LOCUS (Level of Care Utilization System) certified and trained, Rater ID#02079
- Adjunct Professor at University of Southern Maine – School of Education and Human Development – (Fall 2017 semester and Spring of 2018 semester)
- Graduate Assistant throughout my USM Master’s career (5 academic semesters). At the School of Education and Human Development with Adele Baruch Runyon

REFERENCES

References given upon request