



Kent County Courthouse
180 Ottawa Ave., N.W.
Grand Rapids, MI 49503
www.grcourt.org

Created by state law in 1968, the 61st District Court has a high-volume caseload. The court has jurisdiction within the City of Grand Rapids, the second largest city in the state and the largest in Kent County.

Problem-Solving Courts

The Court offers Problem-Solving Court programs that give participants a supportive pathway to address substance use, mental health, and other underlying challenges.

Programs

Felony Sobriety Court
Misdemeanor Sobriety Court
Drug Treatment Court
Domestic Violence Court

Independent Contractor Opportunity

61ST JUDICIAL DISTRICT COURT

Position: Clinical Liaison (Independent Contractor)

More than one contract may be available.

Hourly Rate: \$70.00-\$125.00

The rate depends on the service provided, e.g., in-person court staffing and review sessions, treatment planning, coordination, etc.

Submission Deadline: Open. First review of submissions is May 15, 2026

OVERVIEW

61st Court is seeking a dedicated clinician to provide targeted clinical coordination between the judiciary, probation staff, and community treatment agencies. This is a part-time, grant-funded contractual position essential to effective treatment, court reviews and collaborative decision-making. The successful respondent will be responsible for ensuring continuity of care and facilitating informed treatment decisions in adherence with National and State Problem-Solving Court standards [psc-guide.pdf](#).

You will not be responsible for providing long-term therapy yourself; rather, you will help ensure participants are matched with the right community services and help the Court understand the clinical realities of addiction and mental health. This position is essential in helping the Court navigate community resources and make informed treatment decisions.

SCOPE OF SERVICES

The 61st District Court requires a Clinical Liaison to operate as an independent contractor. This is not an employment position with the Court. The selected contractor will adhere to National and State Problem-Solving Court standards and evidence-based practices. Demonstrate regular and predictable attendance, including at required meetings.

Primary Functions and Deliverables:

1. Clinical Coordination and Court Support:
 - Attend scheduled staffing meetings, case reviews, and court-related sessions to provide timely clinical input regarding participant treatment needs, stability, engagement, and progress.
 - Serve as the primary clinical liaison between the Court and community-based treatment providers to ensure alignment among treatment plans, judicial oversight, and public safety objectives.
 - Maintain active knowledge of and engagement with community behavioral health resources relevant to PSC participants.

2. Treatment Planning and Clinical Recommendations:

- Review clinical assessments, progress reports, and treatment documentation provided by participating treatment agencies.
- Develop and update individualized treatment plans in collaboration with the multidisciplinary PSC team.
- Identify appropriate evidence-based treatment modalities (including, but not limited to, Cognitive Behavioral Therapy (CBT), Dialectical Behavior Therapy (DBT), and Medication-Assisted Treatment (MAT)).
- Recommend qualified community treatment providers based on participant needs, availability of services, and program requirements.

3. Crisis Intervention and Stabilization Support:

- Provide brief clinical support and real-time recommendations when participants experience acute behavioral or emotional distress during court proceedings or staffing sessions.
- Offer immediate stabilization recommendations and facilitate referrals to appropriate community agencies or emergency resources, as necessary.

4. Documentation, Communication, and Compliance:

- Prepare and submit brief written summaries following client interactions, documenting participation, clinical observations, recommendations, and follow-up actions.
- Maintain compliance with all applicable confidentiality and privacy requirements, including HIPAA, in communications with the Court and partner agencies.
- Coordinate effectively with Court staff, treatment providers, and PSC team members to ensure timely and accurate information sharing.

5. Reporting Requirements:

- Submit monthly activity reports summarizing:
 - Hours of service provided;
 - Dates of court attendance and staffing sessions;
 - Treatment coordination activities;
 - Referrals made to community service providers.

The Contractor shall provide services in accordance with PSC scheduling needs. Estimated service levels include:

- Staffing and Review Sessions: Approximately 6–12 hours per month per assigned court.
- Treatment Coordination and Administrative Activities: Approximately 2–5 hours per week, variable based on participant volume and program needs.

MINIMUM QUALIFICATIONS

- Licensure: Current State of Michigan licensure in a behavioral health discipline, including but not limited to LCSW, LMSW, LPC, LLP, CADAC, or equivalent.
- Experience: Minimum of three (3) years of professional experience in substance use, mental health, or co-occurring behavioral health services, including treatment planning, care coordination, case management, crisis intervention, or related clinical support.
- Clinical Knowledge: Demonstrated familiarity with evidence-based treatment practices, including MAT, and knowledge of community behavioral health resources.
- Preferred Experience: Prior experience working with justice-involved, court-supervised, or high-risk populations.

HOW TO APPLY

To be assured consideration, submit the following via e-mail to Court Administration at administration@grcourt.org:

1. Resume/Curriculum Vitae
2. Provide proof of current State of Michigan licensure for the individual(s) who will perform the services (LCSW, LMSW, LPC, LLP, CADC, or equivalent).
3. Narrative Statement (Maximum 2 Pages): Include your familiarity with behavioral health treatment resources in Kent County or comparable jurisdictions. Explain how the appropriate level of care (e.g., detoxification, residential treatment, outpatient services, CBT, DBT, MAT) would be determined for program participants.
4. Provide contact information (name, title, organization, email address, and telephone number) for three (3) professional references who can attest to your clinical expertise, reliability, and professional conduct.

Any questions should be directed via e-mail to Court Administration.