The Arc
Loudoun

Physical Address:
18665 Conference Center Drive, Leesburg, VA 20176

Mailing Address:
25 Catoctin Circle SE, #1276, Leesburg, VA 20177

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Job Summary and Description

Job Title: Clinical Director, Ability Fitness Center

Reports to: The Arc of Loudoun's Chief Executive Officer

The Arc of Loudoun's Ability Fitness Center (AFC) is a unique therapeutic fitness and wellness center which provides innovative, customized, and activity-based interventions that increase functional ability for individuals with spinal cord injuries, traumatic and acquired brain injuries, stroke, Multiple Sclerosis, Parkinson's Disease, Cerebral Palsy, Amyotrophic Lateral Sclerosis, balance disorders, developmental disabilities, and other neurological conditions.

The Director of Physical Therapy provides clinical leadership, operational oversight, and strategic direction for AFC's therapeutic exercise programs. This position is responsible for establishing the clinical philosophy, treatment strategies, and standards of care that guide client services with a focus on improving mobility, functional independence, and quality of life.

In addition to providing direct clinical care, the Director oversees staff supervision and development, volunteer coordination, program development, budgeting, scheduling, marketing, fundraising support, client onboarding, and resource management. The Director collaborates with staff, volunteers, students, clients, and other stakeholders to ensure the delivery of high-quality, individualized, and mission-driven services.

The ideal candidate is an experienced physical therapist and leader who combines strong clinical expertise in neurological rehabilitation with excellent organizational, communication, problem-solving, and management skills.

At The Arc of Loudoun, we strive to bring about a just, equitable world for people with disabilities. We work to provide a lifetime of opportunities for people with disabilities while advocating for, educating, serving, and supporting those individuals and their families. We are deeply dedicated to being a community of excellence and equity that contributes to the enrichment of diversity of thought and perspectives throughout the Washington DC region.

The Arc of Loudoun is an Equal Opportunity Employer. We are committed to celebrating our differences and building a truly diverse team that's dedicated to working with, and on behalf of, people with disabilities of all kinds.

Job Responsibilities

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Clinical Leadership and Client Care

- Provide clinical leadership and oversight for all client care and therapeutic exercise services.
- Maintain and enhance AFC's therapeutic philosophy, treatment strategies, clinical protocols, and standards of care.
- Evaluate client mobility, strength, balance, functional abilities, and physical limitations.
- Identify movement dysfunction and develop individualized treatment plans based on client needs, goals, and functional capabilities.
- Assess programmatic needs and the client population to determine appropriate clinical approaches, interventions, and therapeutic services.
- Guide staff in the development and implementation of treatment plans and therapeutic interventions.
- Assist clients with individualized exercise programs, including equipment setup, transfers on and off equipment, neuromuscular electrical stimulation (NMES), manual stretching, and manual therapy, as appropriate to the treatment plan and the employee's scope of practice.
- Monitor client progress and modify exercise programs and treatment approaches as needed to support safety, effectiveness, and functional improvement.
- Apply knowledge of neurological conditions, including spinal cord injuries, traumatic and acquired brain injuries, stroke, Multiple Sclerosis, Parkinson's Disease, Cerebral Palsy, Amyotrophic Lateral Sclerosis, balance disorders, developmental disabilities, and other neurological conditions.
- Promote safe, evidence-based, person-centered care and consistent clinical practices.

Staff Leadership and Development

- Provide leadership, supervision, and direction to all staff members.
- Interview and select new employees.
- Establish performance expectations and conduct staff performance evaluations.
- Provide ongoing feedback, mentorship, training, and professional development opportunities.
- Promote a collaborative, respectful, and supportive work environment.
- Ensure staff members understand and follow established clinical procedures, operational policies, and applicable professional standards.
- Support the effective integration and supervision of students, volunteers, and other team members.

Volunteer and Student Coordination

- Coordinate and oversee the activities of volunteers.
- Provide professional supervision for physical therapy students.
- Foster positive working relationships among staff, volunteers, students, and clients.

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- Ensure that volunteers and students understand their responsibilities, limitations, and applicable safety expectations.

Operations and Center Management

- Oversee AFC's daily operations to ensure efficient, effective, and high-quality service delivery.
- Develop, manage, and monitor AFC's operating budget in collaboration with The Arc of Loudoun's executive staff.
- Coordinate staff and client scheduling to optimize resources, maintain appropriate coverage, and support continuity of care.
- Manage new client onboarding, including initial coordination, information gathering, orientation, and integration into their individualized program.
- Oversee the purchasing, maintenance, and availability of necessary Center supplies, therapeutic equipment, and operational resources.
- Identify opportunities to improve workflows, service delivery, and organizational efficiency.
- Monitor program performance and use relevant data to inform operational decisions and improvements.
- Maintain appropriate clinical and administrative documentation in accordance with organizational policies and applicable requirements.

Marketing, Community Engagement, and Fundraising

- Develop and implement marketing and outreach strategies to attract, engage, and retain clients.
- Promote the center's programs, services, and mission to relevant community stakeholders.
- Support the development of community partnerships and referral relationships.
- Oversee or coordinate fundraising initiatives in collaboration with The Arc's executive and senior staff.
- Support the appropriate tracking, acknowledgment, and management of donations.
- Identify opportunities to expand program participation, community awareness, and organizational sustainability.

Communication and Collaboration

- Work collaboratively and professionally with staff, volunteers, students, clients, families, and community partners.
- Communicate clinical recommendations, operational expectations, and organizational priorities clearly and effectively.
- Exercise sound judgment and discretion when addressing clinical, personnel, and operational challenges.

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- Contribute to a culture of accountability, flexibility, innovation, and continuous improvement.

Qualifications (Essential Experience /Knowledge, Skills & Abilities)

Required Qualifications

- Current, unrestricted license to practice physical therapy in the Commonwealth of Virginia is required.
- Master of Physical Therapy (MPT) or a Master of Science in Physical Therapy (MSPT) or Clinical Doctoral Degree in Physical Therapy (Doctor of Physical Therapy – DPT) is required.
- Minimum of two years' experience in a leadership, supervisory, and/or organizational management role is required.
- Clinical experience working with individuals with neurological diagnoses and functional impairments.
- Demonstrated knowledge of neurological rehabilitation principles, therapeutic exercise, mobility training, balance interventions, and functional movement assessment.
- Experience developing individualized treatment plans and adapting interventions to meet changing clients' needs.
- Demonstrated ability to lead teams, manage competing priorities, and coordinate multiple aspects of clinical and operational services.
- Strong written and verbal communication skills.
- Excellent time management, organizational, and planning skills.
- Strong analytical, data-driven problem-solving, and decision-making abilities.
- Ability to think creatively, develop innovative solutions, and adapt to changing needs.
- Ability to manage multiple clients, staff responsibilities, and administrative tasks simultaneously.
- Commitment to professionalism, safety, and quality care.
- Compassionate, mission-driven, and aligned with the values of serving diverse and neurodiverse populations.

Preferred Qualifications

- Experience directing or managing a physical therapy clinic, rehabilitation center, adaptive exercise program, or nonprofit healthcare organization.
- Experience supervising clinical staff, volunteers, and students.
- Experience with budgeting, purchasing, scheduling, program development, and performance management.
- Experience with marketing, community outreach, fundraising, and donor relations.

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- Experience serving individuals with complex neurological conditions, including spinal cord injuries, brain injuries, stroke, multiple sclerosis, Parkinson's disease, cerebral palsy, balance disorders, and developmental disabilities.
- Familiarity with neuromuscular electrical stimulation (NMES), manual therapy, manual stretching, therapeutic exercise equipment, and transfer techniques.

Professional Development and Training

- Maintain Virginia Physical Therapy license in good standing.
- Attend required training and professional development opportunities.
- Ensure that all professional certifications are current.

Physical Requirements

- Ability to engage in hands-on clinical activities all day, provide physical assistance, and transfer clients between wheelchairs, treatment mats, and therapeutic equipment using appropriate techniques and safe client-handling practices.
- Ability to bend, reach, and handle clinical equipment and fitness-related apparatus.
- Ability to lift and carry supplies or equipment.
- Ability to stand and walk for extended periods throughout the workday.
- Ability to frequently transition between sitting, standing, walking, and other working positions.
- Ability to communicate constantly and effectively with staff, vendors, and other professional personnel in-person, telephonically, and virtually.

Safe, Secure, and Compliant Workplace Requirements

- All candidates must be authorized to work in the United States.
- Final candidates must successfully pass pre-employment criminal background checks and reference checks.
- The Arc of Loudoun is a Drug-Free workplace; The Arc of Loudoun reserves the right to mandate unannounced and regular drug and/or alcohol screening tests.

Benefits

- Full employee-contributed health and dental insurance, optional vision plan.

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- Employer paid Life/AD&D, short- and long-term disability insurance.
- Generous paid time off, including breaks, holidays, and PTO.
- Flexible spending accounts with employer contribution to healthcare FSA.
- Employee sponsored 401k plan with company match.
- Employer-paid EAP program.
- FMLA-eligible.

Work Environment

The Arc of Loudoun is committed to fostering a positive and productive work environment built on mutual respect, trust, and cooperation. Our employees are our most valuable assets, embodying a wealth of diverse skills, experiences, and talents that drive our culture, reputation, and success. We embrace our employees' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, veteran status, and other characteristics that make our employees unique.

The Arc of Loudoun strictly prohibits any form of unlawful employee discrimination, harassment, or bullying.