



HOPE HARBOR POSITION DESCRIPTION

JOB TITLE: CLINICAL THERAPIST

SUPERVISOR: DIRECTOR OF CLINICAL SERVICES

The Clinical Therapist is responsible for providing direct-client services including crisis intervention, therapeutic counseling, referrals, case management, and community engagement through educational and training programs. If degree requires supervision, Clinical Therapist will receive clinical supervision by a consulting licensed psychologist, LCSW, LMFT, LPCC or appropriately degreed supervisor.

RESPONSIBILITIES

1. Provision of Direct Services

- Administer appropriate evaluations and assessments
- Assess client needs and form an action plan
- Identify and, if feasible, involve the client's own support system of friends, family, and employer
- Develop and provide a series of therapeutic counseling sessions for clients to assist in dealing with the practical problems which arise as a result of the victimization
- Design and facilitate support group(s) for victim/survivors when needed
- Maintain files on each client counseled and/or attending support group
- Document all clients counseled and/or attending support group
- Provide client centered therapy for appropriate clients in 50-minute sessions
- Build relationships with community partners to increase referrals for services
- Enhance community engagement through education and training sessions for schools, service providers, and community partners

2. Administrative Responsibilities

- Maintain appropriate statistical information on a daily basis and submit at least weekly to the Administrative Assistant
- Assist in compiling outcomes of assessments for statistical and grant reporting purposes
- Maintain complete clinical chart and records in accordance with all agency and licensure policies and procedures
- Maintain appropriate records of community engagement programs scheduled and presented, and the demographic information for each program presented

3. Other Responsibilities

- Coordinate legal and personal advocacy services for the victim and families
- Assist with crisis intervention training for volunteers
- Respond to crisis calls when staff/volunteers unavailable

- Coordinate with the Education/Prevention program and Director of Community Engagement to meet community engagement objectives and goals
- Commitment to work against discrimination due to race, creed, gender, age, or sexual orientation in the field of victim services
- Perform other duties assigned by the Director of Clinical Services or Executive Director

REQUIREMENTS

1. Master's degree in social work, counseling, psychology, or related field with a counseling emphasis from an accredited college or university, and a certificate or license to practice a mental health discipline under Kentucky laws, and at least three (3) years experience in counseling with emphasis on sexual abuse preferred.
2. No prior history of criminal behavior.
3. Complete eight (8) hours of related training prior to any direct (client) services.
4. Complete the required forty (40) hour Volunteer Training program within three months of hire.
5. Participate in training regarding HIPAA related policies and procedures within six months of hire.
6. Participate in at least eight (8) hours of continuing education annually relating to the field of sexual trauma, but could require up to twelve (12) hours per funding requirements. The yearly continued education must include a minimum of three (3) hours of anti-oppression related topics.