

## **Therapist**

### **Salary -BOE**

### **M-F 1pm-5pm and possibility of on-call.**

Children of the Immaculate Heart is looking to contract with a practicing therapist. The position is 20 hours a week. The therapist is responsible for providing direct care social services to the residents assigned by the Administrator as a “case load.” This responsibility includes all required documentation and record keeping.

### **EDUCATION and EXPERIENCE**

Individuals qualifying for this position must have a Masters Degree in Social Work or related field, state-of-employment certification as a therapist or eligibility for certification as a registered Intern, and a minimum of two (2) years experience as a social worker or counselor providing direct care services to adolescents in a group home / residential treatment center.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following duties and responsibilities are illustrative of the primary functions of this position and are not intended to be all inclusive.

1. Caseload. As designed by the Administrator, and based upon the client base per facility, the therapist will be assigned a caseload of 6 clients.
  
2. Client Intake. Assist the House Manager with client intake and admission.
  
3. Client Treatment Reports. Write and document the following for caseload:
  - Maintain confidentiality of records relating to clients' treatment.
  - Initial treatment plans / needs / service plan
  - Ensuring provision of or access to core services and support
  - Quarterly / Monthly reports
  - Discharge summaries
  - Therapy notes
  - Therapy summaries for initial treatment, quarterly reports, and discharge
  - Family therapy notes
  
4. Case Management. a) Follow-up with workers, families, and outside agencies; and b) oversee the discharge planning in consultation with the Administrator.
  - Encourage youth to express their feelings and discuss what is happening in their lives and help them to develop insight into themselves and their relationships.
  - Guide clients in the development of skills and strategies for dealing with their problems.

- Counsel youth, individually and in group sessions, to assist in overcoming dependencies, adjusting to life, and making changes. Collect information about youth through interviews, observation, and tests. Act as youth advocates to coordinate required services or to resolve emergency problems in crisis situations. Develop and implement treatment plans based on clinical experience and knowledge.
- Evaluate client's physical or mental condition based on review of client information. Meet with families, probation officers, police, and other interested parties to exchange necessary information.
- Refer patients, clients, or family members to community resources or to specialists as necessary.
- Modify treatment activities and approaches as needed to comply with changes in clients' status.

5. Therapy Services.

- Minimum of one weekly individual therapeutic hour for each client in case load.
- Staff follow-up and support as needed for each client.
- Bi-weekly/weekly family therapy (after first month's residency) until graduation or transition occurs.
- Family support during non-therapy times.
  - Therapeutic supervision with MHD– participate in one hour weekly for individual supervision and 90 minutes weekly for group supervision.
- Hold weekly psychotherapeutic group.
- Hold monthly parent support/education groups.
- Use of and interaction with contract/support services for clients.
- Aftercare – as possible and/or appropriate.
- Attend weekly Team Meetings.
- Monitor clients' use of medications.

6. Client Discharge. Assist the Administrator with client discharge tasks.

- Discuss with individual youth their plans for life after leaving The Refuge.

7. Staff Training & Follow-up. Assist the CEO and Administrator with trainings for the residential and educational staff regarding mental health, experiential learning, and therapy issues.

- Evaluate the effectiveness of counseling programs and clients' progress in resolving identified problems and moving towards defined objectives.
  - Learn about new developments in their field by reading professional literature, attending courses and seminars, and establishing and maintaining contact with other social service agencies.