



## Job Description

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<b>Position Title:</b>	Counselor/Therapist
<b>Reports to:</b>	Senior Mental Health Clinician
<b>Primary Location:</b>	Kids' Harbor, Inc. Osage Beach, MO
<b>Designation:</b>	Non-Exempt

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### General Summary:

**Summary:** To provide trauma-informed, evidence based treatment services to Kids' Harbor's clients and their non-offending caregivers.

### Specific Responsibilities

- Provide direct and indirect services to children and their non-offending caregivers including, but not limited to:
  - Crisis counseling, utilizing best-practice, trauma-focused modalities, including, but not limited to evidence based TF-CBT, CPT, and/or EMDR where and when appropriate
  - Assessment and evaluation of counseling needs, including pre and post assessment tools
  - Development of treatment plan(s) with individualized goals and objectives
  - Provision of individual and "family unit" therapy modalities
  - Provide support groups and psycho-education groups to child abuse victims and their non-offending caregivers
  - Serve on Kids' Harbor's Multidiscipline Teams, and as a consultant to our team members as may be required and/or needed
  - Submit/offer referrals for other services or resources
  - Coordination/consultation with other agencies when and where ethically appropriate
- Participate in any legal/judicial and administrative proceeding when required and in accordance with professional standards of conduct
- Provide treatment planning, case management, and follow-up of cases including support calls, networking with other agencies, and coordinating services
- Establish a therapeutic setting in which the environment is conducive to meeting the physical, social, and emotional needs of the children we serve
- Maintains client files according to federal law, State of Missouri, the National Children's Alliance, and Kids' Harbor's documentation standards.

- Participates in peer supervision group and individual supervision of cases as needed. Participates in professional development and training such as attending continuing education workshops
- Participates in program planning and problem solving, attends and participates in multidiscipline case review meetings.
- Maintains a productive and working relationship with multidisciplinary team members
- Develop and provide group therapy to child abuse victims and their non-offending caregivers.
- Participation in Performance and Quality Improvement activity is required by each employee. The employee is expected to assist other employees including practicum and intern students by sharing experience, expertise, and training.
- Attend annual agency functions, special events, and meetings as necessary and appropriate
- Remain abreast of issues and current research related to child abuse and neglect and trauma informed, evidence based counseling modalities
- Performs other duties as assigned.

### **Basic Requirements**

Master's degree (M.A.) in psychology, social work, counseling, or other applied behavior science degree (Clinical Psychology, Counseling Psychology, Social Work). Must be licensed in the State of Missouri as a Professional Counselor (LPC), Social Worker (LCSW) or Psychologist. To perform this job successfully, an individual must be able to perform each essential job satisfactorily. The requirements above are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must have a valid Driver's License, provide own transportation (mileage reimbursed), and insurance coverage on vehicle.

**Physical/Mental Requirements:** Visual acuity necessary to read and develop center materials along with verbal skills to communicate with the public. Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, children, families, multidiscipline team members and the general public. Ability to define problems, collect data, establish facts, and draw valid conclusions. Must be able to have the ability to use general office equipment and use computer software. Must be able to lift up to 25 pounds; standing or walking for more than 50% of the day; working under pressure to meet deadlines. Must be willing to accommodate limited travel and work nights, evenings and holidays if necessary.

**Work Setting:** Must be able to function amicably in a small, but busy work place. Must acknowledge and adhere to the agency's confidentiality policy and procedures and must adhere strictly to the highest professional ethics, confidentiality, direction and judgment.

### **Principles and Values**

**Team Work:** Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of the

Kids' Harbor, Inc. team above own interests; able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed.

**Strategic Thinking:** Develops strategies to achieve organizational goals; understands organizations' strengths and weaknesses; identifies external threats and opportunities; adapts strategy to changing conditions.

**Willing to Grow:** Accepts accountability for mistakes and uses the mistakes as an opportunity to learn about self and to change future behaviors.

**Safety and Security:** Observes safety and security procedures; determines appropriate action beyond guidelines; remedies potentially unsafe conditions.

**Attendance:** Regular attendance is a requirement of this position

**Other:** All new employees must agree to and pass a Children's Division and law enforcement background check due to the sensitive nature of work.

#### **HOW TO APPLY**

Send your resume with cover letter to [janalee@kharbor.org](mailto:janalee@kharbor.org) by close of business April 20<sup>th</sup> for immediate consideration. Include "Counselor" in the subject line of your email.