



EMPLOYEE JOB DESCRIPTION

Position: Mental Health Therapist
Reports To: Clinical Program Manager
FLSA: Salary, Exempt

Mission Statement

Chamberlain's Children Center empowers at-risk children in a home-like environment to heal from past trauma, discover their strengths, and develop the skills they need to achieve life-long success.

Scope: Provide holistic and comprehensive therapeutic services to all residents including: verbal and/or written communication with collaterals, intake assessments, treatment planning, prepare and maintain all required treatment records and related reports. Provide individual, group and family therapy sessions for clients of Chamberlain's Children Center.

Essential Functions:

1. Utilizes clinical best practices to conduct screening, intake and assessments to promptly respond to referrals of children and adolescents who present with symptoms of psychiatric disorders
2. Complete assessment and evaluation process of assigned clients including: obtaining consents for all aspects of treatment, obtaining relevant documents and meeting/speaking with various adults or professionals involved in the client's life in order to develop and implement the treatment plan
3. Implement case specific treatment plans in order to provide mental health services including individual, family and group therapy in addition to case management, linkage and consultation with community resources including schools and other providers.
4. Maintain availability for crisis intervention services
5. Complete regular, timely reviews of all assigned cases
6. Comply with all requirements of child abuse reporting, Medi-Cal compliance and confidentiality in accordance with standards set by Chamberlain's Children Center
7. Assists with creating and updating assigned portions of electronic client files according to established procedures
8. Maintains strict confidentiality of client and business operations information
9. Conduct self in a manner reflecting credit on the agency and complies with agency policies and procedures as outlined by supervisors and administrators
10. Attends Chamberlain's meetings and supervision as assigned, this includes departmental staff meetings as well as treatment team, quality improvement/communication, and program wide meetings.
11. Collaborate with Clinical Program Manager to identify training needs and conduct appropriate training for direct care staff.

12. Provide guidance in a collaborative working relationship with Cottage Supervisors and Clinical Staff that result in pro-active treatment milieus.
13. Assist in the carrying out of National Accreditation Standards
14. Provides transportation as necessary.
15. Other duties determined necessary for the good of the agency as directed by supervisor

Applied Knowledge, Skills and Abilities

1. Ability to become competent in implementing CCC's philosophy, policies and procedures to best meet the treatment needs of the client population.
2. Effectively engages and interacts with clients and families demonstrating strong interpersonal skills. Handles all client interactions in a courteous and professional manner using effective reflective listening skills and seeks to understand others divergent views.
3. Ability to physically intervene with children/adolescence, following "Crisis Prevention and Intervention" Principles & Techniques
4. Demonstrates above average proficiency in communicating with and working with emotionally disturbed children
5. Excellent verbal and written communication skills
6. Demonstrate ability to understand complex written and oral instructions.
7. Maintain assigned case load, achieve productivity expectations and work within a program structure.
8. Maintain good strength based problem solving and conflict resolution skills. Consistently applies good judgment.
9. Provide strength-based, client driven and outcome driven care, based on use of assessment and outcome tools.
10. Accurately assess clients' needs and strengths.
11. Demonstrates cultural competency by effectively working with clients and staff who may differ in value systems, ethnicity, cultural backgrounds, language capabilities and disabilities

Requirements

At least 21 years of age, free of communicable tuberculosis, cleared by a physician to perform the duties of the job, and have a criminal record clearance and child abuse index check. Must possess a valid driver's license with agency approved DMV drivers record printout.

Education Requirements: Master's Degree in social work, psychology or related field plus one year direct client experience working with mental health issues, drug and alcohol services, psychiatric services, intimate partner abuse issues and/or family systems.

Special Requirements : Must be active and in good standings as a registered intern or licensed with the California Board of Behavioral Sciences (BBS). Bi-lingual speaking preferred.

Physical Demands

1. Standing: Frequently
2. Sitting: Frequently
3. Walking: Occasionally
4. Stooping, Kneeling, Crouching: Occasionally
5. Driving: Occasionally
6. Restraining: Rarely
7. Lifting: Able to lift 60 pounds



Conditions of Employment

The employment relationship between the Agency and Employees is voluntary and at-will. Employees are free to terminate their employment for any reason at any time, with or without cause. Likewise, the Agency is free to terminate the employment relationship at any time, with or without notice. Should an employee find it necessary to leave, three weeks' notice is considered reasonable.

The Statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of employees so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the Agency.

CCC is an Equal Opportunity Employer and herein reiterates its policy of Equal Opportunity for all qualified individuals without distinction or discrimination because of race, color, religion, national origin, age, sex, marital status, citizenship, disability, veteran status, political affiliation or belief.

Statement of Understanding

I have received a copy of this position guide and understand that if I have any questions about my job functions or conditions of employment listed above, I may discuss them with my supervisor.

_____	_____	_____
Printed Name	Signature	Date
_____	_____	_____
Supervisor Printed Name	Supervisor Signature	Date