



Therapist JOB DESCRIPTION

POSITION TITLE: Therapist

REPORTS TO: Manager of Clinical Services

SUMMARY OF POSITION

The Therapist will provide individual, family, and group counseling services for families who have experienced trauma. Counseling services will be provided in the CAPA office, virtually and/or in community-based settings, including but not limited to schools. Special focus will be given to students in the Independence School District, Raytown Quality Schools District and Kansas City Public Schools comprised of students from diverse racial, ethnic, and socioeconomic backgrounds.

ESSENTIAL JOB RESULTS

Direct Client Service

Provide face-to-face child, individual, group or family counseling.

Provide case management, crisis intervention and/or court support and advocacy to clients as needed and authorized and provide other direct clinical services as assigned.

Maintain accurate and thorough records in a timely manner as needed in performance of the position- i.e. intake assessments, progress notes, treatment plans, quarterly outcome reviews, treatment summaries, mileage logs, timesheets and expense reports, etc.

Maintain confidentiality of clients in accordance with HIPAA requirements.

Complete Quarterly Outcome Reviews each March, June, September and December of each year, including: 1) Administer client satisfaction surveys, 2) Administer program evaluation tools, 3) Mutually assess client's progress on treatment goals, 4) Record results on Quarterly Outcome Review worksheet.

Participate in clinical supervision, staff and/or team meetings as necessary for the position and participate in quarterly peer review process as part of the Quality Assurance Plan.

Maintain clinical licensure or be under contract for supervision. Maintain professional development through continued training as relevant to position and client population.

Maintain a positive working relationship with staff, interns, clients, the general public and any collaborating organizations and promote the agency and its services in a positive manner through active involvement in public relations and special events as assigned or available, during non-grant funded hours.

Complete any other tasks assigned by a supervisor, or designated to the position in the program design and/or grant requirements.

ADDITIONAL JOB RESULTS

Carry out CAPA's mission: To prevent and treat all forms of child abuse by creating changes in individuals, families and society that strengthen relationships and promote healing.

Support CAPA's strategic plan and Continuous Quality Improvement process and ensure accountability through successful implementation of assigned objectives

Maintain confidentiality of agency information, consumer nonpublic personal information (NPI) and personal health information (PHI) as well as records directly or indirectly indentifying any person currently or formerly receiving services from CAPA.

Maintain professional standards and technical knowledge through annual attendance at educational workshops/seminars and review professional publications. Inform staff and colleagues of the results of these activities.

Accept and use supervision, direction and consultation to maximize available resources in the completion of work duties.

Additional responsibilities will be assigned as needed to maintain and improve effective functioning of the department and to advance the mission of the organization.

All job responsibilities will be carried out under the direction of agency policies and procedures.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Master's Degree in Social Work, Marriage and Family Therapy, Counseling, or a related mental health field.

Missouri Provisional Licensure required. Must be Missouri clinical license-eligible upon completing supervision.

Experience in child, individual, group and/or family therapy required as well as knowledge and experience in trauma-focused treatment and play therapy.

Strong verbal communication skills including the ability to work successfully within a team environment and collaborate with other professional staff.

Experience providing similar services directly to people from diverse racial, ethnic, and socioeconomic backgrounds.

Awareness of the disparities in mental health services and how underserved and underrepresented communities are impacted.

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES

Missouri Clinical License

REPORTING RELATIONSHIPS AND PRINCIPAL CONTACTS

Reports to the Manager of Clinical Services. Principal contacts include Intake Specialist and Program Support Specialist.

EOE
