



smalltalk
CHILDREN'S ADVOCACY CENTER

Job Description: Therapist

Reports to: Clinical Director

Job Classification and Status: The Therapist position is an hourly, grant-funded position and is an at-will employee that can be terminated with or without cause. The position requires 40 hours per week of crime victim advocacy/support services with some flexibility in scheduling. The position and pay rate are contingent upon funding.

Essential Duties and Responsibilities

- Provide trauma-focused therapy services (via in-person/telehealth) for children and/or their non-offending parents/caregivers, siblings who have been seen at Small Talk for forensic interviews for sexual abuse and severe physical abuse.
- Complete initial assessment including standardized assessments for each client at the onset of treatment
- Create an individual treatment plan for each client
- Maintain accurate and timely case notes and record of all client contacts
- Maintain full client caseload consistently; on average, 20 clients/week
- Facilitate support and therapy groups for children and non-offending caregivers
- Attend and participate in Multidisciplinary Team monthly case review meetings
- Participate in clinical meetings and case consultation
- Maintain and provide proof of current licensure
- Work closely with Multidisciplinary team members to provide support and knowledge in mental health as children and families navigate the investigative process
- Comply with all grant and accreditation guidelines and requirements
- Complete client satisfaction and feedback surveys with children and non-offending caregivers

As needed tasks/responsibilities

- Provide accurate statistical reports
- Be a support person and advocate for children going through the court system as needed; assist families with identifying needed basic/community resources
- Evaluate needs of the child and family and provide referrals and information
- Complete risk assessments and safety planning for clients who participate in forensic interviews and counseling
- Other duties as assigned by Clinical Director or Executive Director

Skills, knowledge, and abilities requirement: The Therapist must have experience working with children and families. Must possess knowledge and or the ability learn and understand the impact of trauma on children and their families. The Therapist must be able to demonstrate sound clinical judgement, ability to build rapport, and strong communication skills in and out of the therapeutic environment. Maintain compliance with HIPAA requirements. Must be able to work

well independently and within the context of a team of professionals from other disciplines. Proficiency in Office Suite and ability to learn other computer and web-based programs for case tracking and notation. This position does not supervise other staff within the organization.

Educational Requirements: Master's degree in Social Work, Counseling, or a related field and must maintain all licenses and credentials. Participate in continuing education and maintain licensure.

Benefits: Paid time off, paid holidays, Health, vision, dental, and life insurance.

Physical Environment: The physical environment is an office building or telecommuting as approved by the Executive Director. Private, furnished office is available. The position requires the ability to sit at a desk, work on a computer and do some light lifting. The position may involve some travel for meetings and training purposes. All employees must have no criminal convictions (felonies/crimes) of child abuse/neglect or violent crimes and no listing as a perpetrator on the Department of Human Services Central Registry. Small Talk Children's Advocacy Center will employ the therapist in accordance with all state and federal laws, including but not limited to, Equal Employment Opportunity and the American Disabilities Act Laws.