

Crisis Center
Part-Time Therapist (LCSW, LPC, LMFT) Job Description
Northern Douglas County (confidential location)

- Services are currently being offered using a hybrid model working in the office and home. For this position, staff would be expected to come into the office two days per week.
- This position may eventually be required to work at a satellite office in Elizabeth, CO or Castle Rock, CO

Position Summary: Provide therapeutic direct services to victims of domestic violence. Services include crisis intervention, intake services, individual and group therapy, advocacy, referrals, and follow up. This position is supervised by the Clinical Program Manager.

This is a part-time, 24-hours per week, hourly, non-exempt position.

Duties and Responsibilities: Although all areas are addressed, duties may be added or deleted as deemed necessary for the proper functioning of the Crisis Center as decided by Clinical Program Manager, Director of Programs and Executive Director. All services provided by the Crisis Center are free for clients- no medical or insurance billing requirements.

Key Responsibilities:

1. Provides crisis intervention, determines eligibility for therapeutic services, completes intakes and assessments with clients requesting therapeutic services
2. Provides individual and group therapy to adult and child clients in an out-client setting. May also provide family therapy when appropriate. 65% of a clinician's hours will be spent providing direct client services (therapy), with some adjustments for the make-up of one's caseload and/or other assigned duties
3. Provides advocacy and follow up services as a liaison between local agencies and clients;
4. Adheres to Colorado mandatory reporting laws as it pertains to children, at risk adults (developmentally or intellectually delayed), and/or elder abuse.
5. Provides clients with information and referrals to other programs and services to address needs
6. Works collaboratively with other team members (legal, community and/or shelter advocates) to meet the needs of clients being served.
7. Responsible for case management, treatment planning, assessing need for further services, and discharge planning.
8. Provides termination and follow up services to clients on an individual basis
9. Maintains complete client files, including standard forms and progress notes in web-based client management system.
10. Completes monthly and quarterly statistical reports.
11. Insures that proper safety precautions and security procedures are followed.
12. Recommends additional program development as needed
13. Supervises clinical interns as needed.
14. Provides training, direction and supervision to direct service volunteers.
15. Attends staff meetings, clinical meetings, and group consultation.
16. Participates in community outreach in an effort to build relationships with other agencies or community partners.
17. Rotates on-call duties (during the week, weekends and/or holidays) with other staff members. Required to be on-call outside of ones normally scheduled workweek.

18. Schedule is 24 hours a week, with one evening (at least 2 hours scheduled after 5 p.m.) required.
19. Other duties as assigned

Required Qualification

- Master's degree in a mental health field (Counseling, Family Therapy, Clinical Social Work)
- Registered with Colorado Department of Regulatory Affairs as a Licensed Professional Counselor, Licensed Marriage and Family Therapists, or Licensed Clinical Social Worker.
- Will consider candidates who are working towards full licensure. Candidates, who are not fully licensed, must have at least 70% of their experience and supervision hours completed and become fully licensed within one year of date of hire.
- Two years of post-graduate school experience providing individual and group therapy and crisis intervention.

Minimum/Preferred Qualifications

- Trained/Certified in EMDR, preferred.
- Experience with domestic violence with strong knowledge of trauma informed care and empowerment models.
- Bi-lingual, Spanish speaking preferred
- Basic computer skills, with working knowledge of Microsoft Word, Outlook and Excel.
- Ability to complete tasks with minimal supervision and to carry out assignments with limited direction.
- Ability to work independently and as part of team to deliver services.
- CPR and First Aid Certification preferred
- Excellent written, verbal and organization skills.

Hiring Requirements:

- Must pass background check, including Colorado Bureau of Investigation (fingerprint) and Colorado TRAILS.
- Must hold a valid Colorado State Driver's License and provide proof of insurance. This position may require use of personal vehicle to transport clients. Must be considered an approved driver by Crisis Center, and as directed by agency insurance provider.
- Candidate must carry Personal Liability Insurance, in addition to coverage provided by agency.

Salary: Hourly rate- \$22.35 (unlicensed) to \$24.32 (fully licensed). Salary differential for EMDR certification. Salary differential for bilingual Spanish speaking therapist.

Benefits: Paid time off (96 hours accrued in first year). Paid holidays- for part-time employees paid holidays are only paid out when holiday falls on employees normally scheduled work day. Employee Assistance Program; and Retirement Plan (employee contribution only).

** Supervision towards licensure may be provided one-site by a licensed clinician that meets the requirements to provide supervision. If on-site supervision is not available, the agency may negotiate options for outside supervision.

NOTE: This job description is not intended to encompass all functions and qualifications of this position; rather, it is intended to provide a general framework for the position. Employees will be required to

follow any other job-related instructions and to perform any other job-related duties requested by a person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements to the work of the Crisis Center and are subject to possible modifications to reasonably accommodate individuals with disabilities. Crisis Center is an Equal Opportunity Employer.

(7/2021)