



## KITM Full-Time Therapist Position Description

**Reporting:** The position reports to the Director of Clinical Programs or Clinical Supervisor as assigned by the Director of Clinical Programs.

**Education Level:** Master's degree in counseling, social work, clinical psychology, educational counseling or a related counseling specialty and equivalent degree.

**Licensure:** Must be licensed or provisionally licensed on the field of Social Work, Counseling, Marriage & Family Therapy, or equivalent.

**Experience:** Minimum requirement of 1-year post practicum clinical experience providing therapeutic services for children and adults in individual, family and/or group settings.

**Responsibilities:** Responsibilities will be determined by the Supervisor and are subject to change. Responsibilities may include any or all of the following: Providing assessments, general counseling, educational, and support services for children, parents, and families experiencing divorce or trauma as follows:

### *Assessment*

- Thoughtful and thorough assessment of children, parents and families.
- Ensuring parents complete and sign all necessary paperwork.
- Involve both parents in communication about services during the intake process when possible.
- Provide appropriate recommendations to clients for ongoing services.
- Outcomes Measurement - Assure that all parents complete outcome measurement tools at the Initial Interview. Outcome measures should be discussed and used as a basis for goal setting.

### *Treatment*

- May include one or more of the following: Individual counseling for children; individual counseling for parents; group counseling for children; family counseling; blended family counseling; co-parenting counseling; consultations; treatment review sessions.
- Determine client services and goals through service plan agreed upon with family.
- Determine appropriate outcomes and indicators and track/assess/update throughout treatment.

### *Documentation*

Timely, complete and professional presentation of all documentation related to assigned clients including:

- Initial Assessment
- Supporting documentation including notes for all direct service sessions; telephone contacts; case-management contacts; collateral contacts; service plans; closings; as well as appropriate maintenance of the client file itself.
- Document client outcomes as directed.

### *Collaboration*

- Participate in individual and/or group supervision to process assessments and/or clinical cases / issues with supervisor.
- Attend and participate in scheduled clinical and general staff meetings.
- Make referrals for additional services as needed.
- Case-Management-
  - Confer with other KITM therapists regarding families with multiple therapists involved
  - Confer with out-of-agency professionals and other appropriate interested parties
  - If co-leading groups: plan, implement and facilitate the group with the graduate student intern.



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### *Supervision*

- Participate in weekly supervision with the Supervisor as required.
- If eligible, serve as Field Instructor for Graduate Student Intern as assigned.

### *Ongoing Learning*

- Continue to improve professional knowledge and skills.
- Remain current in CEU's for licensure.
- Obtain licensure

### *Speaking engagements*

- Provide professional presentations to the community and professional groups as requested by the Supervisor.

*Additional responsibilities as requested by the Director of Clinical Programs.*

### **Working Conditions and Physical Effort:**

- Work is normally performed in a typical inside office work environment.
- Average physical effort with some handling of light to medium weights such as supplies, office equipment on a periodic basis (10 – 30 pounds).
- May require sitting for long periods of time while working at a computer terminal.
- May require travel to schools, homes, or other community locations.