



POSITION DESCRIPTION

1. JOB TITLE: Clinician

2. DUTIES AND RESPONSIBILITIES:

- ♣ Meets every other week with program counselors to provide clinical supervision
 - ♣ •Reviews client's files to ensure proper and complete documentation of actions and services
 - ♣ •Prepares written diagnostic assessments, assessing clients from multiple perspectives,

including family functioning, psychological/emotional, social, academic, medical, behavioral, substance abuse, skills, strengths, barriers to economic self-sufficiency, treatment history, and others, and utilizing various assessment instruments
 - ♣ •Facilitates wraparound team meetings to enlist existing supports in determining and meeting service objectives and to identify additional resources and supports
 - ♣ •Prepares written service plan, incorporating input from clients involved service providers, and wraparound team members, and clearly identifying problem areas and needs, strategies, and service objectives
 - ♣ •Provides direct Clinical services to clients, including individual, family, couple, and group therapy, and issue-specific or educational groups (parenting skills, anger management, substance abuse interventions)
 - ♣ •Responds to crisis situations with twenty-four-hour day availability
 - ♣ •Documents case activities for both Clinical and billing purposes
 - ♣ •Prepares progress reports as required by referral source or service purchaser
 - ♣ •Participates in Child Specific Team, Family Assessment and Planning Team, and other

interdisciplinary, diagnostic, or planning meetings

- ♣ •Attends court hearings when families are court-involved and presents testimony and treatment recommendations as requested by attorneys, referral source, the court, or clients
- ♣ •Prepares written Discharge Summary and Plan
- ♣ •Advises Chief Executive Officer of the state of Clinical services, its staff, and its needs and solicits his assistance in implementing solutions to problems
- ♣ •Other duties as assigned

3. IMMEDIATE SUPERVISOR: Chief Executive Officer/Program Director

4. MINIMUM QUALIFICATIONS: A Master's Degree in Human Services, Social Work, Psychology, Counseling, or a related field from an accredited college or university; four years of experience providing mental health treatment to troubled children and families; three years of experience providing Clinical supervision to treatment staff and licensed to provide Clinical services by the Commonwealth of Virginia.

Thorough knowledge of principles and techniques of youth and family counseling; thorough knowledge of principles and techniques of basic interviewing and assessment skills; working knowledge of human services system, roles of human services personnel, and relevant community resources; ability to conduct and facilitate meetings; ability to form effective supervisory relationship with subordinate staff; ability to maintain effective working relationships with other social services providers, service purchasers, and clients; ability to communicate effectively both orally and in writing.