



The Voice for Clinton County's Children

1207 N. US 27, St. Johns, MI 48879

Website: VoiceForClintonCountyChildren.org

CAC MENTAL HEALTH THERAPIST EMPLOYMENT DESCRIPTION

GENERAL DESCRIPTION:

The CAC Mental Health Therapist provides trauma-focused, evidence-supported mental health services.

QUALIFICATIONS:

The CAC Mental Health Therapist should have the following skills and experience:

- Commitment to the agency's program goals and mission
- Minimum Master's Level professional clinician, LMSW preferred
- Credentials and/or ability to become credentialed in Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)
- The ability to work cooperatively and professionally with different professional disciplines
- Ability to communicate effectively in writing and orally
- Knowledge and/or experience related to issues and dynamics within families in crisis relating to child abuse and neglect given preference
- Demonstrated strong written and verbal communication skills
- Demonstrated organization skills, ability to prioritize workload, and work schedule flexibility
- Strong time management skills
- Ability to work independently and as part of a team
- Ability to work with and support volunteers including student interns
- Computer and technology literate
- Familiarity with nonprofit service
- Valid driver's license and reliable transportation

ACCOUNTABILITY:

The CAC Mental Health Therapist reports to the Executive Director.

RESPONSIBILITIES:

- Maintain CAC Mental Health services within National Children's Alliance Standards and Clinton County CAC Protocol
- Assist clients who are at the CAC for a Forensic Interview and observe CAC Forensic Interviews
- Participate in the CAC Multi-Disciplinary Team (MDT)
- Coordinate with the CAC Program Coordinator and Family Advocate to support ongoing needs of clients and their families
- Facilitate and coordinate groups for clients as needs are identified
- Serve as a back up for the Family Advocate
- Records all case tracking/client contact information as appropriate within sector best practices
- Assist in providing community and inter-agency training related to trauma and childhood abuse

- Provide office coverage as needed including greeting agency guests
- Attend conferences/seminars/meetings as requested by the Executive Director
- Supervise CAC interns in coordination with the CAC Program Coordinator
- Participate in agency events as appropriate
- Assist in maintaining a clean, welcoming office for staff and guests
- Participate in performance evaluations of this position as directed by the Executive Director
- Other duties as may be assigned by the Executive Director

STANDARD PHYSICAL REQUIREMENTS/WORKING CONDITIONS

Must be able to perform essential job functions with or without reasonable accommodations including but not limited to visual and/or audio appliances and devices to increase mobility.

Work is performed in typical office environment and offsite professional settings which may include but are not limited to the courthouse, community partners' offices, and outreach and event venues.

WORK HOURS: Flexibility, including nights and weekends, is necessary to accommodate Forensic Interviews and client appointments

JOB CLASSIFICATION: Regular Part Time, Non-exempt (hourly); up to 20 hours per week

SALARY RANGE \$24,440 annual salary

All employees of CASA-The Voice for Clinton County's Children (legal entity name) are at-will employees of the organization. Either the organization or the employee may terminate the employment relationship with or without cause at any time. Positions are reliant on approved funding sources.

This position specification should not be interpreted as all-inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this position will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodations for the specific disability will be made for the incumbent/applicant when possible.