

RAPE CRISIS INTERVENTION SERVICE JOB DESCRIPTION

Job Title: Therapist
Reports to: Clinical Director (CD)
Employment Status: Up to 20 hours/week with a flexible schedule, hourly position. Position contingent upon funding availability.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Plan and administer therapeutic treatment such as behavior modification, stress management, and trauma therapy to assist client in managing disorders and other problems
- Change method and degree of therapy when indicated by client reactions
- Provides crisis intervention, advocacy, and safety planning
- Interview client to obtain information for bio-psychosocial assessment
- Complete treatment plan with client input and revises/updates this plan as designated by RCIS policy
- Observe client to detect indications of abnormal physical or mental behavior
- Consult with medical doctor or other specialists when appropriate concerning treatment plan and amends plan as advised
- Conduct relaxation exercises and family support during clinical therapy sessions
- Refer client to supportive services to supplement treatment and counseling
- Actively participate in hotline coverage and Emergency Dispatch List (EDL)
- Assume responsibility of scheduled and unscheduled helpline calls/shifts
- Assume responsibility of providing back-up for hospital accompaniments during regular business hours
- Meets regularly with the Clinical Director to discuss cases and treatment options
- Maintain accurate up-to-date records and statistics, for each program participant
- Maintain therapy schedule; advise clients of appointments
- Maintain the confidentiality of client, staff, volunteer, and agency information
- Maintain appropriate boundaries with clients, community members, and staff
- Maintain up-to-date, factual, and complete client files
- Participate in regular individual and group supervision as required
- Facilitate support and psycho-educational groups
- Promote, support, and demonstrate the mission, vision, and values of RCIS through both behavior, and job performance as well as adhere to policies, procedures, and standards on a day-to-day basis
- Compile and enter monthly and yearly statistical, narrative, and other reports as directed
- Attend conferences and trainings as needed to stay up to date on current best practices
- Perform other duties as assigned by Clinical Director

EDUCATION AND EXPERIENCE

- Masters' Degree in Psychology, Social Work, Counseling, or related discipline required
- LCSW-C, LGSW, LCPC, or LGPc preferred
- Minimum two years' experience working in related environment
- Knowledge of intensive psychosocial services and a wide range of skills (casework, group work, individual and family therapy) required

KNOWLEDGE, SKILLS AND ABILITIES

- Excellent oral and written communication skills
- Must be organized and able to meet and manage scheduling demands

- Thorough understanding sexual assault, trauma, domestic violence, dating violence, and related issues
- Thorough understanding and knowledge of diverse communities, underserved populations, inclusivity, and accessibility
- Competency in word processing and presentation software; database experience helpful
- Must be able to respond within one hour for Carroll Hospital Accompaniments
- Ability to work flexible schedule including days, evenings, and occasional weekends
- Must possess valid driver's license and have access to reliable, insured vehicle
- Must pass criminal background check (conducted every three years)