



## **Position Description**

**Title of Position:** Child and Family Therapist

**Program:** Outpatient Treatment Services/Day Treatment

**Position Summary:** Provide effective mental health treatment for young children (eight and under) and their families so as to strengthen relationships, improve regulation and positive behavioral responses and provide appropriate coping mechanisms to heal from traumatic events.

### **Certification(s) / Degree(s) Required:**

- Masters degree in social work, counseling, or related field with two years of treatment experience.
- Licensure or proven eligibility for licensure in the state of Missouri.

**Reporting Structure:** Reports to department director for administrative and clinical supervision.

**Hours:** Fulltime position, Monday through Friday.

**Equal Opportunity Employer:** The Children's Place is an equal opportunity employer that makes employment decisions regarding individuals and employees on the basis of their qualifications without regard to race, religion, color, sex, gender identity, sexual orientation, age, national origin, ability, veteran or other status protected by law.

**Our mission** is to help children and families heal from life's deepest hurts. We work to restore childhood. We tirelessly pursue, find and celebrate healing for young children in our community who have faced trauma, enabling children to lead happy, healthy, hopeful lives.

**Diversity, Equity and Inclusion:** This Is A Place For You

We believe in resiliency and the capacity to heal; our mission is to help children and families heal from life's deepest hurts.

We believe everyone has a unique life story, and we will listen and stand with those who have felt hurt or vulnerable.

We believe everyone experiences pain. It is the expression of this pain and discomfort that allows for learning and growth.

We believe people are our most vital asset, and healing occurs within the context of relationships. We will work to build an inclusive community where all people feel they are noticed and belong.

We celebrate people from every color, race, ethnicity, place of origin, religion, age, gender, sexual orientation, gender identity and/or expression, socio-economic status, family structure, and those with differences in ability.

We commit to hiring a workforce and recruiting board members to encourage the representation of all groups and perspectives. The children and families we serve deserve to enter a Place filled with people who reflect their own diversity.

Furthermore, we see acts of racism and its resulting inequities in our world and will actively work to be an equitable and antiracist Place. Through consistent professional training and development, we commit to creating an environment where all people can say they are welcomed, respected and safe to be themselves.

**Position Summary:** Utilizing a trauma responsive and concierge approach, screen and process all inquiries and referrals for client services within Counseling, Day Treatment, Assessments, and Family Support Services in the agency. Field other inquiries seeking general information regarding agency services and refer to other community resources as needed.

**Responsibilities include, but are not limited to:**

**I. Direct Services:**

Provide therapy to clients; services may include individual, family therapy, psycho-education and group work. Full time therapists are expected to see 15 clients per week. The agency utilizes PCIT, TF-CBT, Play Therapy, EMDR and Theraplay® as modalities of therapy.

Develop timely, quality mental health assessments and co-create treatment plans with caregivers for each client and/or family.

Utilize and be able to interpret and communicate standardized test scores to formulate assessments and treatment plans.

Provide some case management to families to support treatment goals.

Make appropriate referrals to community agencies on behalf of family served.

Provide professional court testimony when subpoenaed.

Coordinate the services if provided by various members of the agency's treatment team which may include a psychiatrist and/or family educator,

## **II. Administrative Duties:**

Attend department and All Staff meetings

Demonstrate compliance with all agency and professional organization policies and procedures.

Produce timely and accurate billing summaries each week.

Document all therapeutic and case management activities according to agency policies and timeframes.

Maintain timely and concise reports that reflect agency standards

## **III. Quality Improvement**

Adhere to agency policy regarding Quality Improvement measures.

Participate in peer review of chart audits.

Participate in other Quality Assurance and Utilization Review activities as appropriate.

Contribute to agency's overall strategic plan.

Utilize variety of available technology to maximize efficient use of resources (i-pads, computers)

## **IV. Professional Development / Community Outreach**

Within first 14 days of employment, complete 10-hour TF-CBT web site training. Demonstrate ability to identify appropriate clients for TF-CBT intervention. Utilize appropriate assessment tools in initial, ongoing assessment and at discharge.

After completing 10-hour mandatory training, therapist's knowledge will be evaluated throughout the year during supervision and review of paperwork.

Complete credentialing application, provide current training documents and maintain necessary licensure training requirements annually.

Attend agency and community-based trainings to meet minimum credentialing requirements. These hours should include but not be limited to topics of play

therapy, trauma, treating sexual/physical abuse, grief, suicide, loss, ethics, and diversity, equity and inclusion.

Participate in PCIT and EMDR training when offered.

Provide community-based trainings as an outreach to the general population

Consult with community agencies/individuals regarding child abuse/neglect issues as appropriate. General knowledge of child welfare and trauma.

### **Skills, Experience and Education:**

- General knowledge of the signs and symptoms of child abuse and/or neglect
- Knowledge of the role of a mandated reporter
- Knowledge of client needs/issues (e.g. abuse, neglect, trauma, protective services)
- Demonstrated knowledge of and experience with child development (specifically ages 0-8)
- Mastery of the English language, both verbal and written
- Organizational and time management skills
- Demonstrated track record of accuracy, timeliness, dependability and reliability
- Competence and ability to operate a personal computer, i-pad, fax machine, photocopier, printer and telephone
- Demonstrated ability to maintain confidentiality regarding records, clients and sensitive data
- Interpersonal style that is conducive to executing a multidisciplinary team approach
- Utilize self-care strategies
- Strengths-based framework
- Physical ability to lift children without restriction
- Familiar with community resources, collaboration and initiatives that will enhance The Children's Place
- Ability to communicate directly and effectively with clients, caregivers, staff, supervisor, teammates and other professionals
- Ability to work and travel within the community without restriction
- Ability to engage and work effectively with diverse staff, clients, caregivers and other professionals
- Working knowledge of DSM and able to diagnose accurately

### **Working Conditions:**

- Ability to access multiple levels of the building.
- When required, be responsible for client physical safety.
- Must understand and follow building security procedures.
- Business casual office attire.
- Likely exposure to childhood illnesses. Flu and COVID vaccination highly recommended.
- Exposure to sensitive client subject matter.

- Exposure to vicarious trauma.
- Likelihood of courtroom testimony/involvement.
- Potential of interacting with aggressive/reactive children.

**Disclaimer:**

Other duties will be required/requested for effective job performance. This is not a contract for employment but an outline of essential functions and expectations.