

The Montgomery Area Family Violence Program, Inc.  
dba Family Sunshine Center

<b>Position Title:</b>	Children's Therapist
<b>Reports to:</b>	Director of Counseling Programs
<b>Status:</b>	Full-Time, Exempt
<b>Work Site:</b>	FSC Counseling Center and assigned schools
<b>Summary:</b>	The Children's Therapist is responsible for providing assessment and treatment services for school-based children and adolescents who are victims of or witnesses to family violence, domestic violence, sexual assault, dating violence, and/or physical abuse and neglect. This position is funded through a 5-year Cooperative Agreement with the Substance Abuse and Mental Health Services Administration (SAMHSA).

### **Responsibilities**

1. Provide assessments and evidence-based treatment services for clients participating in the CARES Program, both at the clinic and in the identified River Region public schools and community. This includes but is not limited to, client screenings and assessments, treatment plans, client record keeping practices, individual therapy, group therapy, and quality control of the service delivery system.
2. Work closely with project partners to maximize treatment services including psychiatric or trauma services not provided by the CARES program for children, adolescents, and their families who experience the effects of domestic violence, sexual violence, dating violence, physical abuse, neglect, or other identified traumas.
3. Maintain client confidentiality and protect client record information.
4. Participate in workgroups, webinars, training, etc. as outlined in this project (local, state, and national) as directed by your supervisor or the Executive Director.
5. Participate in providing training and resource development to partners, local school system staff, community service providers, and organizations on trauma and its effects on children and families (local, state, and national).
6. Participate in identified schools' multidisciplinary team meetings.
7. Submit complete and accurate client data, and complete all required statistical reports, evaluations, and other reporting requirements, on a timely basis, as required by the Board of Directors, agency policies and procedures, and all funding sources.
8. Complete Child Abuse and Neglect (CAN) reports as outlined in the FSC policy.
9. Adhere to all FSC policies and procedures including but not limited to confidentiality, provision of services, documentation and data input, counseling center policies, and the personnel handbook.
10. Attend staff meetings, in-service programs, and case reviews as required.
11. Other tasks as assigned.

### **Qualifications**

- Master's degree in Counseling, Social Work or related field; must be license eligible.
- Experience in counseling all ages of children.

**Knowledge, Skills and Abilities**

- Demonstrated knowledge and understanding of trauma related to family violence, and sexual assault.
- Knowledge of child development and family systems.
- Knowledge of a variety of treatment approaches preferred.
- Ability to assess client needs and to determine priorities.
- Exhibits excellent clinical sensitivity, flexibility and creativity skills.
- Ability to identify and use community resources.
- Ability to travel to trainings, grantee meetings, etc. as required by agency and funding sources.
- Ability to effectively plan and arrange work responsibilities.
- Ability to develop and maintain effective working relationships with other agencies and to be cooperative in managing referrals.
- Exhibits strong verbal, written and technological communication skills.
- Strong computer skills in current Microsoft applications to include Outlook, Word, Excel, and PPT.
- Ability to learn and effectively use software applications for client data and information.

**Travel Requirements:**

Local and statewide travel as needed and required by funding sources for training, meetings with partners, and/or client assistance; reliable transportation, valid driver’s license and liability insurance coverage is required.

I have received, reviewed and fully understand the job description for CARES Children’s Therapist. I further understand that I am responsible for the satisfactory execution of the responsibilities described therein, under any and all conditions as described.

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Employee Name

\_\_\_\_\_  
Date

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Employee Signature