

TEMPORARY POSITION DESCRIPTION

POSITION TITLE:

Children's Services Assessment Therapist

CLASSIFICATION TITLE:

Clinician 2

POSITION LOCATION:

To be Determined

POSITION UNDER THE SUPERVISION OF:

Chief Operational Officer

POSITION SUMMARY:

This position is responsible for completing diagnostic/screening assessments for entry into Community Mental Health and Rehabilitative Services for children and adolescents in the Northwestern Community Services Board catchment area.

MAJOR DUTIES AND RESPONSIBILITIES:

1. The independent assessor will conduct the assessment using a standardized format and make a recommendation for the most appropriate service.
2. The independent assessor will identify short and long-term goals for the recommended services as well as a recommended duration for the service. Freedom of choice of services providers will be provided to the parent/legal guardian and documented as such by the independent assessor.
3. The independent assessor will have the parent/legal guardian sign a release of information form, give the parent/legal guardian a form that indicates the recommended service, and contact information for the independent assessor.
4. The independent assessor will receive regular supervision per agency's policy with the immediate supervisor or designee as a means of enhancing professional growth, reviewing and processing the provision of clinical services, and dealing with appropriate administrative issues.
5. Performs other duties as assigned by Supervisor that are consistent with the position and in compliance with agency policies and procedures.

ESSENTIAL KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge:

Considerable knowledge of Human behavior and development; of primary models for the treatment, management and therapeutic interventions with children and adolescents having problems in mental health, mental retardation, and substance abuse, and the methods of individual, groups, and family psychotherapy; and/or abnormal psychology and the diagnosis of psychopathology using the diagnostic framework of the DSM IV or later editions. Knowledge of trauma and the treatment of children/adolescents affected by trauma are preferred but not required. Working knowledge of systems theory in working with children, adolescents, families and the community.

Abilities:

Demonstrated ability to assess client needs through clinical interview, develop and provide appropriate treatment service(s) referrals for community mental health services to include but not be inclusive of Intensive In-home, Therapeutic Day Treatment, Mental Health Supports as well as Level A and Level B service referrals.

Demonstrated ability to work effectively with community resources and represent agency to same; to effectively intervene in emergencies; and, to apply sound ethical principles assessment of clients.

Demonstrated ability to maintain effective working relationships with other agency staff.

QUALIFICATIONS:

Master's degree in relevant field with job related clinical experience in working with children or adolescents. Virginia licensure required. (LPC or LCSW).

SALARY RANGE:

Level 4I

FLSA STATUS:

Exempt

VERIFICATION OF ACCEPTANCE OF POSITION RESPONSIBILITIES:

This is to certify that I have read the above position description and accept the duties and responsibilities required of this position.

Employee's Signature

Date

Immediate Supervisor's Signature

Date

Chief Operational Officer's Signature

Date

Chief Executive Officer's Signature

Date

Effective Date: June 2011
Attached: Organizational Chart

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