**JOB DESCRIPTION**

**POSITION TITLE:** Therapist III/Mentor Support Program Coordinator

**REPORTS TO:** Clinical Director

**JOB OBJECTIVES:** Working as a member of the agency's clinical staff team, the Therapist III: 1) provides a range of assessment, crisis intervention and mental health treatment services to a diverse out-patient clinical population; and 2) offers educational and consultative services to targeted groups and the community at-large.

**ESSENTIAL FUNCTIONS:**

* Coordinates Mentoring Support Program, to include, but not limited to: facilitates all mentor intake referrals, trains mentors and therapists, as applicable, assists in marketing of Mentor Support Program and related Mentoring Support Program materials, conducts Mentoring Support Program meetings as appropriate, provides weekly supervision of mentors and assists with supervision of therapists utilizing the mentors, monitors all program related paperwork, case coordination, and provides statistics and outcome data.
* Conducts diagnostic assessments, intakes and prepares written summaries
* Provides counseling and therapy services to individuals, couples, families and groups, including in the Mentoring Support Program
* Will meet expected direct service hours and maintain case record compliance
* Provides crisis intervention, stabilization and case management services to at-risk youth and their families both on-site and in the community

* Provides emergency coverage for agency clients on a rotating basis
* Provides EAP assessment, referral and linkage.
* Provides crisis intervention, stabilization and case management services to at-risk youth and their families both on-site and in the community.
* In consultation with the Directors of Emotional Wellness Programs, Resource Development, Clinical Director and Manager of EAP Services, participates in providing

presentations to the community

* Participates in consultation and networking activities with area schools, law enforcement agencies, and service providers
* Actively supports the agency’s marketing and public relations activities
* At a minimum meets monthly with the Clinical Director for supervision
* Attends staff meetings, trainings and clinical team meetings.
* Participates in training and staff development events and activities
* May assist in the supervision/training of interns, clinical staff, and direct service volunteers and provides back-up supervisory support to the Clinical Director as needed and agreed upon
* Provides clinical and statistical documentation as required
* Responsible for attending all mandatory trainings
* Performs other duties as required

**EDUCATION/SKILLS/EXPERTISE:**

* Advanced knowledge of community-centered and home-based client services
* Master's degree in a mental health discipline plus five year's post degree experience in a mental health setting
* Licensure in the State of Illinois (LCSW, LCPC, LMFT)
* Sensitivity to, and respect for, cultural differences
* Good knowledge of Family Systems Theory
* Good knowledge of child and family development
* Working knowledge of DSM V
* Good knowledge of the theory and techniques of mental health assessment, crisis intervention and counseling
* Ability to work with multi-problem, difficult to engage, individuals and families
* Working knowledge of substance abuse assessment, treatment, prevention and early intervention
* Wide-range of skills in treating individual, marital, and family problems
* Considerable skill in crisis intervention
* Good knowledge, and demonstrated skill in the practice of brief solution-focused therapy
* Working knowledge of the principles and strategies of child and elder abuse prevention, identification and treatment
* Good social work/case management skills and an appreciation for interdisciplinary approaches to treatment
* Good knowledge of community resources
* Excellent interpersonal skills
* Good verbal and written communication skills
* Supervisory experience and/or training preferred

**ADDITIONAL REQUIREMENTS RELATED TO WORKING CONDITIONS:**

* The employee in this position must have his/her own transportation as a portion of the work may occur at other agencies and in clients' homes
* A minimal amount of carrying audio-visual equipment and educational materials/supplies may be required

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