

Job Description

Job Title: Licensed Professional Counselor	Location: Foundational Counseling Services
	Employee Status: Full Time/Part Time

Performing with the highest standards of excellence, integrity and ethics in the counseling profession.

Essential Functions:

- Develops a therapeutic relationship with each client. Provides individual, group or family therapy as needed. Available for clinical consultation.
- Maintain a minimum 5 to 25 billable face-to-face clients per week.
- Maintains ongoing frequent contact with other assigned Foundational professionals, outside agency professionals assigned to case and parents. Provide CPST and minor case management functions if needed.
- Familiarity and use with Electronic Health Record.
- Mental Health Assessments and Treatment planning and
- Assumes a strong advocacy role for clients and makes recommendations for clinical and support services needed upon discharge.
- Actively participates in all treatment conferences and meetings for the clients.
- Completes all paperwork required by the agency within designated time frames
- Assumes a leadership role in the interpretation and support of agency policies.
- Participates in agency and community meetings as needed. Attends conferences and workshops to maintain professional competence. Provides in-service training as requested.
- Maintains regular and reliable attendance.
- May be involved in the planning, organization, and implementation of special events or department specific projects or seasonal program changes.
- In times of need, the Therapist may be asked to complete related duties other than those indicated above as assigned by their supervisor.

If Therapist is also responsible for School Service clients, the following functions are inclusive:

- Coordinates and provides service and support to assigned clients and families or care givers in the school environment. When applicable, provide school personnel and parents with information on child's mental health diagnosis, behavior management, household management, communication and relationship enhancement. Provide group services, leads treatment and psycho-educational groups. Consults with school personnel and participate in school meetings as necessary.
- Performance/Physical Requirements: o Work environment can include an agency office, school-based setting, or in the community including client's homes
- English reading and writing skills required
- Works flexible hours and is available for crisis management by phone
- Computer literacy skills, including Windows applications, Microsoft Office Suite, and basic database usage, as well as basic typing

Performance/Physical Requirements:

- Work environment can include an agency office, school-based setting, or in the community including client's homes
- English reading and writing skills required
- Work flexible hours and is available for crisis management by phone if needed.
- Computer literacy skills, including Windows applications, Microsoft Office Suite, and basic database usage, as well as basic typing skills.

Qualifications:

- Minimum educational level is a Bachelor's degree* in social sciences or education or psychology. A Master's degree, clinical experience in LPC, MFT, LPCC, or LISW or IMFT is preferred. Must have a valid Ohio Driver's License and safe driving record.

*related or professional field.