



Dakota Children's
ADVOCACY CENTER

THERAPIST JOB DESCRIPTION

SUPERVISED BY: Director of Mental Health/Clinical Supervisor

WAGE CATEGORY: Exempt

SUMMARY:

The therapist provides evidenced based individual, family and group psychotherapy services on an outpatient basis to families seen at the DCAC. They assess, plan, implement, evaluate, supervise and document the care of clients seen at the DCAC.

GENERAL DUTIES:

1. As an employee of the Dakota Children's Advocacy Center (DCAC), an employee will adhere to all DCAC Policies and Procedures and NCA Standards
2. An employee of the DCAC is expected to uphold the goals and mission of the DCAC
3. An employee of the DCAC is expected to abide by the organizations protocols, policies, and procedures, and to perform all duties outlined in the job description in an ethical and professional manner
4. An employee of the DCAC is expected to conduct oneself always in a professional manner (in attire, actions, and in speech) whether it is in a professional or personal public role
5. An employee of the DCAC is expected to model respectful behavior, and be aware of and sensitive to culture and diversity
6. An employee of the DCAC is expected to establish and maintain good interpersonal relationships with all children, caregiver, staff, physicians, and guests by communicating, cooperating, and assisting these individuals in a prompt and courteous manner
7. Demonstrates the responsibility and accountability by taking the initiative to identify problems, offering appropriate solutions, and following through on solutions in a timely manner
8. Seeks ways to improve performance of self. Participates in or pursues cross training opportunities if available
9. Exhibits flexibility by acceptance of variable work schedule and assignments and shows initiative in utilization of free time.
10. During periods of heavy workload, can produce a higher volume of work without decreasing quality of service



THERAPIST JOB DESCRIPTION

11. Maintains client, customer, and employee confidentiality
12. Maintains education, certifications and validations required for position
13. Is a good team member, with and outside of agency. Shares knowledge, expertise and skills to help others succeed and grow

PRIMARY DUTIES (duties consist of, but are not limited to the follow):

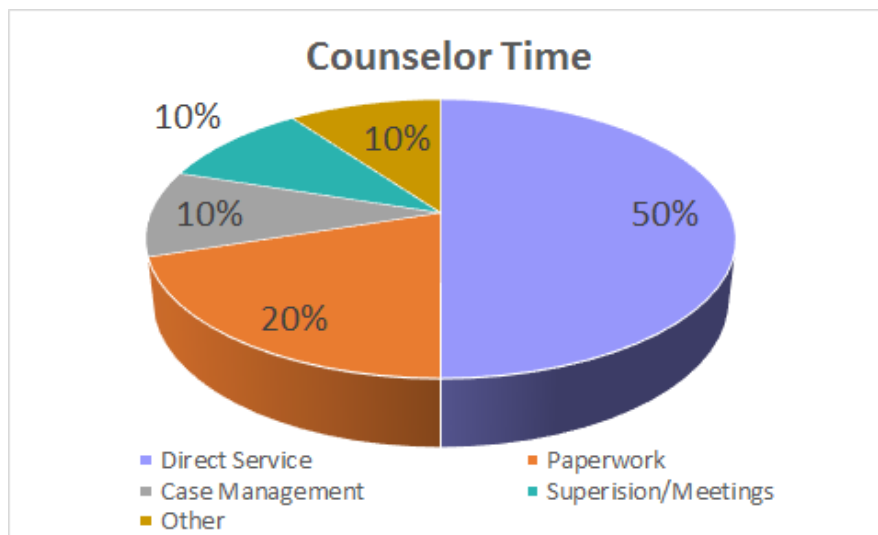
1. Provides evidenced based, developmentally appropriate counseling services with individuals regarding allegations of abuse and trauma
 - A. Provides individual, family and group counseling
 - B. Maintains fidelity of the treatment model
 - C. Establish a trusting relationship with the client by initiating, engaging and maintaining regular contact
 - D. Engages caregiver in counseling process
 - E. Consistently demonstrates the ability to provide appropriate services and care in accordance with the clients' age and unique needs
 - F. Conducts standardized measures, including trauma specific history and assessments
 - G. Prepares quality and timely documentation, including intake notes, progress notes and treatment plans
 - H. Provides information and referral, when appropriate and crisis intervention as needed
 - I. Participate in internal and external committees and team meetings

2. Provide advocacy, support, resources and information to the non-offending caregiver and child
 - A. Provides crisis assessment and intervention, risk assessment and safety planning and support for children and family members at all stages of involvement with the Child Advocacy Center
 - B. Evaluates the individual needs and cultural considerations for the child and family to ensure those needs are being addressed
 - C. Provide families with access to victims' rights and crime victims compensation
 - D. Assist with procuring concrete services (house, protection orders, counseling, domestic violence intervention, food, transportation, public assistance etc.) when needed
 - E. Engaged in child and non-offending caregiver response regarding participation in the investigation
 - F. Participates in multidisciplinary case review



THERAPIST JOB DESCRIPTION

- G. Coordinates and provide non-offending parent support group, therapeutic groups, and parent and community education
 - H. Responds to emergent on-call abuse cases
 - I. Maintains and updates case tracking system
3. Initiates continued professional growth by staying up to date on the latest abuse issues, best practices and counseling techniques, participates in regular group and individual supervision, maintains professional ethics and participates in department program development
 4. Works with the multi-disciplinary team members in abuse cases
 - A. Acts as a liaison between the family and the multidisciplinary team to facilitate communication and cooperation
 - B. Attends and participates in the case review process
 - C. Provides court testimony when court ordered
 5. Provides supervision and training of interns
 6. Provides education, prevention and training to agencies and communities
 7. Performs other tasks as assigned by the by the Executive Director and/or supervisor





Dakota Children's
ADVOCACY CENTER

THERAPIST JOB DESCRIPTION

JOB QUALIFICATIONS/REQUIREMENTS:

1. Minimum Master's Degree Counseling or Social Work and a current licensure in North Dakota
2. Minimum two years' experience post-master's experience in a clinical setting preferred
3. Will have training and experience in working with multidisciplinary teams and the court system
4. Knowledge of community resources and the ability to use these resources to meet client and family needs
5. Must have excellent communication and relationship building skills
6. Knowledge of the criminal justice system
7. Must be able to network and communicate with staff and multidisciplinary team members in an appropriate and effective manner
8. Must be willing to learn and apply current evidence-based practices and participate in supervision

I am able to perform the essential duties of this job.

Employee's Signature

Print Name

Date