

**CHILD ABUSE COUNCIL OF MUSKEGON COUNTY
CHILDREN'S ADVOCACY CENTER**

CHILD THERAPIST

JOB DESCRIPTION

Summary

The Child Therapist is a full-time, exempt employee of the Child Abuse Council. Hours worked are Monday through Friday, 8:30am-5:00pm. The Child Therapist reports to the Clinical Director but works as a team with other Advocacy Center staff who share the responsibility of ensuring that mission of the Child Abuse Council is carried out according to applicable professional, ethical, and legal standards. This position is not responsible for supervising other members of the team. The Child Therapist provides therapy for children who have been sexually abused.

As part of his/her ongoing responsibilities, the Child Therapist will:

CLINICAL

- Implement the established policies, procedures and practices which assure that the welfare of the children we serve is our Therapy Program's first priority.
- Ensure that the therapeutic environment and setting assures that the physical, social and emotional needs of the children we serve are being met to the best of our ability.
- Provide direct and indirect therapy services to children and their non-offending caregivers including, but not limited to:
 - Crisis counseling utilizing best-practice trauma-focused modalities, including evidence-based TF-CBT, Play Therapy, Teletherapy and others when and where appropriate.
 - Assessment and evaluation of counseling needs.
 - Development of a treatment plan(s) with individualized goals and objectives for each client.
 - Provide individual and family/caregiver therapies for the abused children we serve.
 - Consult with Child Protective Services Team and Law Enforcement members, attending MDT meetings whenever possible and serve as a consultant to our MDT members as needed.
 - Provide referrals for other services and resources as deemed necessary.
 - Consult and serve as a resource for other agencies when requested or as may be necessary.
- Participate in any legal/judicial proceeding as may be required by Court Order.
- Maintain clinical records as required by the Licensure Board, as well as CAC Policies and Procedures in accordance with the National Children's Alliance recommended practice model.
- Attend staff meetings, in-service trainings, peer review and other job-related conferences, workshops, and professional meetings as may be required to maintain and further licensure.
- Maintain client confidentiality as prescribed by Federal and State law and professional ethics and standards.
- Maintain necessary State of Michigan licensing or registration requirements and National Children's Alliance Mental Health Standards requirements.

ADMINISTRATIVE

- Maintain clinical records as established by the Licensure Board and CAC Policies and Procedures in accordance with the National Children's Alliance recommended practice model.
- Collect data, prepare and submit monthly, quarterly, and annual reports as well as any special reports regarding the Therapy Program that may be required.
- Assist the Executive Director in reviewing and monitoring the Therapy Program to ensure compliance with all established state licensure and federal guidelines, grant/funding requirements and compliance with standards established by the National Children's Alliance.
- Provide office coverage as needed.
- Complete monthly time sheets.

OTHER

- Provision of training and education to other MDT members, professional and groups in the service area.

- Develop liaison relationships and network with professional organizations and agencies in our community and surrounding districts.
- Data collection and reporting (as may be required).
- Other duties as may be assigned by the Clinical Director or Executive Director.
- Clean criminal background checks and personal/professional references will be completed prior to any employment being approved.
- Reliable transportation and a “clean” driving record are required.
- Honesty, dependability, trustworthiness and client confidentiality are paramount.

Job Requirements

A licensed Mental Health Professional is preferred, although a candidate working toward licensure may be considered. Preference will be given to a Licensed Clinical Social Worker (LCSW), a Licensed Professional Counselor (LPC), or a Licensed Marital and Family Therapist (LMFT). Ideally, the applicant must have received his/her Master’s Degree in Social Work, Psychology, Counseling, Human Services or a related degree and possess two (2) years of clinical practice specifically geared to working with children and families in the provision of individual and family therapies. Specialty training and experience in the child abuse field with particular emphasis on Child Abuse and Trauma, including TF-CBT and/or art/play therapy is preferred.

Last reviewed: April 26, 2021

Employee

Executive Director