



## **THERAPIST** **JOB DESCRIPTION**

**Job Title:** Therapist  
**FLSA Status:** Exempt  
**Reports to:** Clinical Director or Clinical Coordinator

**Department:** Clinical  
**Location:** Charles, Calvert, St. Mary's  
**Date:** April 1, 2011

**Job Summary:** Under the direction and supervision of the Clinical Director the therapist is responsible for providing quality therapeutic services to the client they serve through proper evaluations and treatment plans, and to ensure that the needs of the clients are met and maintained on an individual basis and in accordance with policies, procedures, and current federal, state and local standards, guidelines and regulations

### **Primary Direct Service Responsibilities**

1. Providing individual and group counseling to children and adolescents.
2. Providing clinical evaluations in cases where abuse has not yet been determined.
3. Providing assistance to parents and secondary clients as related to the needs of the primary child clients.
4. Providing support and educational groups to parents on as needed basis..
5. Coordinating services with other agencies involved with individual cases.
6. Providing crisis intervention counseling as needed
7. Testifying in court and/or other legal proceedings on behalf of the child client upon order of the court and when privilege is waived.
8. Advocating for clients with other service agencies as needed.
9. Providing accompaniment services for clients as needed.
10. Recording and maintaining client records in a responsible manner.
11. Providing Center information (policies) to clients/parents/guardians and ensuring that responsible adult has understanding of and signs appropriate Center information forms.
12. Submitting client statistics to the Clinical Director as requested.
13. Attending multi-disciplinary team meetings.
14. Following state child abuse reporting guidelines.
15. Submitting a written report to Protective Services upon disclosure of an abuse.
16. Maintaining and advancing clinical skills through training opportunities and professional in-services as the budget allows.
17. Receiving clinical supervision from available Center consultants.

### **Primary Administrative Responsibilities**

1. Attending regularly scheduled clinical meetings and general staff meetings.
2. Attending administrative supervision meetings as scheduled.
3. Assisting other staff in the training of volunteers.
4. Assisting other staff in the training of outside community professionals.
5. Providing information to the Clinical Director regarding service needs of primary and secondary clients
6. Representing the Center at meetings and/or on committees as requested by the Clinical Director.

### **Education and Skill Requirement**

Maryland (MD) State Licensure (LCPC, LGSW, etc) with Professional Insurance

### **Working Conditions**

Working conditions are normal for an office environment. Work may require 45 hour work weeks, weekend and or evening and occasional overnight travel. You are required to keep your MD State license and professional insurance current at all times.