



PSYCHOLOGIST **JOB DESCRIPTION**

Job Title: Psychologist **Department:** Clinical
FLSA Status: Exempt **Location:** Charles
Reports to: Clinical Director

Job Summary - Under the direction and supervision of the Clinical Director the Psychologist is responsible for the following:

Primary Direct Service Responsibilities

- Provide psychological testing.
- Provide individual and family psychotherapy.
- Provide psychosocial evaluations.
- Provide Case Management and paperwork entailed in the provision of these services.
- Provide clinical supervision of unlicensed clinical staff and psychology associates.
- Administrative duties as assigned.
- Submit client statistics to the Clinical Director as requested.
- Attend multi-disciplinary team meetings.
- Maintain and advance clinical skills through training opportunities and professional in-services as the budget allows.
- Receive clinical supervision as needed
- Other duties as assigned by supervisor and/or Clinical Director

Primary Administrative Responsibilities

- Attend regularly scheduled clinical meetings and general staff meetings.
- Attend administrative supervision meetings as scheduled.
- Assist other staff in the training of volunteers.
- Assist other staff in the training of outside community professionals.
- Provide information to the Clinical Director regarding service needs of primary and secondary clients.
- Represent the Center at meetings and/or on committees as requested by the Clinical Director.

Education and Skill Requirement

- Psy.D. and Licensed/ Licensed Eligible Mental Health Professional

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 for conferences meeting or trainings. Must keep MD license and professional insurance current at all times.

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employee(s) will be required to follow any other job related instructions and to perform any other job related duties requested by any person authorized to give instructions or assignments.

A review of this position has excluded the marginal functions of the position that are incidental to the performance of the fundamental job duties. All duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent(s) will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities.

This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.