



Counselor Job Description

Job Title:	Counselor
Job Classification:	FTE/Not Exempt
Salary Range:	Depending on qualifications
Supervisor:	Director of Clinical Services

Summary: The Counselor provides counseling to children and their non-offending family members in accordance with the mission of Scotty's House Child Advocacy Center.

Essential Functions:

Client Services:

- Provide crisis intervention and counseling to children who are/or suspected of being the victims of sexual or physical abuse or witness to a violent crime and their non-offending family members;
- Make appropriate referrals to community resources as needed by families;
- Coordinate treatment referrals, when appropriate, to community medical and mental health providers, school personnel, etc;
- Implement and conduct group counseling or support sessions when deemed effective and feasible;
- Provide educational services to other agencies and organizations as needed;
- Participate in Multidisciplinary Team Staffings. Work with all team members to coordinate treatment for any child seen at Scotty's House;
- Maintain all client files in compliance with usual and accepted clinical practices;
- Maintain all therapeutic toys and resources belonging to Scotty's House;
- Participate in professional development and on-going training activities;
- Must be willing and able to drive throughout seven county region for team meetings, hearings and other events as needed;
- Must be willing to provide on call, after hours coverage as scheduled by the Director of Programs; and

- Must be able to work independently as well as function as a team member and accept guidance and direction from Director of Clinical Services;
- Complete all other duties as assigned.

Minimum Requirements

- Master of Science or Master of Arts degree from an accredited college or university.
- Texas licensure as an LMSW, LCSW, LMFT, LPC or LPC Intern is required.
- Two (2) years of experience working in the field professional experience working with children and families where abuse and violence are identified issues.
- Professional experience working with the criminal justice or child welfare system.
- Other Skills include: ability to work with child abuse victims and non-offending caregivers, and excellent written and verbal communication skills.
- Bilingual in English / Spanish preferred.
- Must be able to work with a variety of people, including clients and their families, professionals in the areas of law enforcement, medicine, education and agency employees.
- Subject to background check, including criminal and Child Protective Service clearances.
- Bending, stooping, reaching and other movement required in dealing with children. Lifting of office materials (up to 20 lbs).