Family Resource Center

Job Title: Normandy Therapeutic Preschool Community Therapist
Job Classification: Professional (EEO Code)
Department: Therapeutic Preschool
Reports To: Therapeutic Preschool, Manager of Administrative and Clinical Services
FLSA Status: Non-Exempt
Grade Level: 7
Prepared Date: 11/2016 (revised)

Summary: Provide psychoeducational treatment services to preschool age children (3-5), who are experiencing emotional, behavioral, and developmental problems, and who have experienced child abuse/neglect victimization and/or are “at risk”. Work with childcare organizations within the Normandy School District as part of the 5byage5 collaborative team to provide a structured therapeutic milieu and promote remediation of developmental delays and resolution of children’s behavioral skills training, and individual play therapy.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

• Take a lead in creating and providing a therapeutic environment in the classroom.
• Lead group therapy sessions within the therapeutic classroom environment.
• Provide consistent individual therapy, group therapy, and family therapy.
• Participate in the classroom activities for therapeutic needs of children.
• Develop and implement behaviorally specific individual treatment plans.
• Provide consistent in-home and office based individual/family therapy to parents/foster parents of children served.
• Provide therapeutic case management services and referrals for clients on caseload
• Record service documentation, including assessments, progress, and termination summaries.
• Perform other tasks related to the daily operations of the program in conjunction with the staff team.
• Attend monthly meetings as part of the 5byage5 collaboration.
• Assist in the outcome evaluations.
• Perform other collateral tasks as assigned by Therapeutic Preschool Clinical & Administrative Manager.
• Must be actively involved in Performance and Quality Improvement processes and standards promoting excellent services to our Family Resource Center’s clients and help maintain an excellent work environment for all staff and volunteers.

Values: Believes in the resiliency and potential of children to develop to their fullest abilities. Believes in the value of empowering parents to build upon their personal strengths to make behavioral change in their parenting relationships.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Competencies: Program personnel are hired on the basis of having the educational and professional experience specified in their Family Resource Center job description. As such, new personnel brings a level of working knowledge and skill to their FRC job role. The Family Resource Center Managers of new program personnel during the orientation period, assess their knowledge and abilities in the following areas, and provide further orientation as needed:

a. The establishment of rapport and responsive behaviors with persons served;
b. Collaboration with other disciplines and community services in meeting the needs of persons served;
c. The needs of individuals and families in crisis including special service needs of victims of violence, abuse, or neglect and their family members;
d. Procedures for working with foreign language speakers and persons with communication impairments;
e. Public assistance and government subsidies.

Clinical Personnel/therapists
a. are qualified by an advanced degree
b. have sufficient clinical training and professional experience
c. have experience as required by their respective discipline and any applicable legal requirement for practice

Page 2
Day Treatment Therapist (cont)

Direct Service Providers:
- have educational and experiential backgrounds that enable them to participate in the overall treatment program
- ability to meet the emotional and developmental needs of children served
- have the personal characteristics and temperament suitable for working with children with special needs
- have the energy and flexibility to meet the needs of children
- have the personal characteristics to provide children with safe, affectionate, secure, and continuous care

Education and/or Experience: Minimum of Master’s degree in Social Work, Counseling, or other relevant helping profession. Licensed Professional Counselor (LPC or Provisionally Licensed Professional Counselor PLPC) or Licensed Clinical Social Worker (LCSW or Licensed Master Social Worker LMSW). Must be working towards independent licensure.

Professional knowledge of child therapy, child development, early childhood developmental problems, parent-child relationships, and child abuse/neglect victimization and family dynamics. Professional experience and skills in communicating therapeutically with young children to resolve emotional and behavioral problems, and also with parents/families to strengthen healthy parenting relationships. Knowledge and experience in play therapy techniques with young children.

Language Skills: Ability to read and interpret documents such as safety rules, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers, clients, or other employees of the organization. Ability to effectively communicate needs of clients to parent and staff.

Reasoning Ability: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written or oral form.

Certificates, Licenses, Registrations: State of Missouri Licensure as Counselor, Social Worker, or Licensed Psychologist required.

Transportation: Possession of a valid driver’s license, a personal automobile, and a valid automobile insurance is required.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk; sit; and use hands to finger, handle, or feel. The employee is occasionally required to reach with hands and arms. The employee must occasionally lift and/or move up to 10-50 pounds. Specific vision abilities required by this job include close vision and distant vision.

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Employee Signature        Date