JOB DESCRIPTION: CBCR COUNSELOR/Therapist

FTE: 1.0 or 0.5

General Responsibilities

Responsible for providing professional counseling (individual, family and group support) to identified clients as needed. Is under supervision and direction of the Clinical Services Director.

Specific Tasks

Victim Services

• Responsible for providing counseling services (normally 8-12 sessions, once per week for one hour unless otherwise deemed necessary) for individuals who are identified as from the population specified and are in need of emotional/psychological support.
• Responsible for assisting the case managers in linking a client with the appropriate resources as needed.
• Responsible for documenting services delivered in the client database. All documentation, whether electronic or hard copy, will be kept in strictest confidence in accordance with all federal, state and local laws.
• Responsible for producing and maintaining any and all monthly, bi-annual and annual reports required for the Counseling Program by the agency or its funding sources.

Professional Development

• Attends seminars, workshops and training sessions to keep abreast of developments in the field of victim services and mental health or crisis response care and to maintain professional certification.
• Reads articles, reports and books relevant to victim services and related research and/or legislation.

Employment Standards

- Master’s degree in Counseling, Psychology, Psychiatry, Social Work or highly related field with licensure as a Licensed Professional Counselor or Licensed Clinical Social Work by the State of Missouri.
- Experience working with victims of trauma is highly desirable and must have a general knowledge of human behavior and social systems with ability to establish and maintain helping relationships.
- Ability to respond effectively to people in crisis situations and to people of different ethnic backgrounds with dignity and respect.
- Excellent verbal and written skills, plus planning and organizational skills required.
- Ability to function effectively and efficiently in a high-crime area, while interfacing with other agencies and organizations.
- Excellent verbal and written skills, plus planning and organizational skills required.
- Must have own transportation, be willing to work some evening and weekend hours.
- Position requires a person who possesses high degree of self-initiative, requiring low level of direct supervision.

CVAC is an equal opportunity emp