Family Counseling Center, Inc. – 5 Positions

I am reaching out to you today because Family Counseling Center, Inc., based out of Golconda and Vienna, Illinois, has several professional staff employment opportunities available throughout the Southern Illinois region. I know many of your students may be from Illinois, as well as surrounding states. At Family Counseling Center, Inc., we are dedicated to helping Southern Illinoisans across their lifespan reach their full potential. For over 40 years, Family Counseling Center, Inc., has been building well-being by addressing healthcare needs, teaching employable skills, supporting schools, students and caregivers, providing safe and stable housing, and assisting in the access of critical resources. We provide community-based behavioral health care, substance-abuse treatment and intellectual and developmental disabilities services in the southern seven counties throughout Illinois. We’re committed to planning prevention and remediation to ensure that our communities remain safe and vibrant for everyone. If you feel you know an alumni or, or several alumni (even better!) who would be a good match for these positions, feel free to forward them this information and put them in contact with me.

1) Johnson County (JCO) has an opening for a full-time, 40 hours, Youth Outpatient Counselor/Therapist (120/SASS). This will be based out of our Vienna, Illinois office.

MINIMUM QUALIFICATIONS: Bachelor’s Degree in Human Services and qualifies as a MHP required. Master’s degree preferred.

SKILLS & KNOWLEDGE: Counseling theory and practice, diagnosis and assessment, of mental illness of children, case management processes, area resources/service systems, written and oral communications, crisis intervention/conflict resolution, knowledge of family therapy, child development, ability to relate to children/adults, knowledge of foster care placements and knowledge of Juvenile Justice System, DCFS and Medicaid Administrative Rule 132, word processing and basic computer skills. Candidate must possess active listening skills. Experience and use of area service systems and resources. Possess excellent word processing and computer skills.

HOURS OF WORK: 40 hours per week

JOB DUTIES AND RESPONSIBILITIES: Travels to off-site services. Participates in after hours and day call crisis rotation. Schedules evening appointments. Maintains a valid driver’s license and vehicle liability insurance. Intervenes and evaluates consumers, establishes diagnosis. Develops treatment plan collaboratively with consumers by defining goals, specific outcomes and time-frames for treatment. Monitor consumer’s behavior. Intervenes therapeutically to change attitudes, beliefs and behaviors of consumers to improve individual and family level of functioning. Provides crisis intervention to stabilize consumer’s condition by utilizing short-term crisis intervention techniques and/or referral to other support services. Maintains networking and referral contacts with other human service providers both internally and externally. Carries a caseload as assigned by Program Coordinator. Completes required monthly direct service hours to consumers as defined on yearly Direct Service Requirement sheet. Facilitates comprehensive consumer care by providing case management services. Facilitates recreation/socialization and cultural activities for consumers which provide enjoyable outings that prepare and encourage them to engage in activities independent of the agency. Provides and arranges transportation services to consumers which they translate to their natural environment. Demonstrates active involvement in supervision and clinical staffings. Ability to screen, assess and provide interventions for consumers that are exhibiting symptoms of trauma. Participates in agency meetings, committees and special projects. Receives annual trauma-informed training. Identifies professional goals and enhances job-related skills through a written staff development plan. Demonstrates knowledge of rules, regulations and standards of programs and agency policies. Demonstrates constructive involvement in the community that will reflect positively and market the agency. Records and documents consumer treatment by following established policies and procedures. Completes various administrative forms to assure timely and accurate data collection in accordance with agency policies and procedures.
Salary: $29,368.00 to $33,988.00 per year

2) Johnson County Office (JCO) has an opening for a full-time, 40 hours, Youth Outpatient Counselor/Therapist (Intensive Placement Stabilization). This will be based out of our Vienna, Illinois office.

Minimum Qualifications: Bachelor’s Degree in Human Services and qualifies as a MHP required. Master’s degree is strongly preferred. Experience/expertise in trauma therapy or working with the child welfare system also preferred.

Job Responsibilities: Travels to off-site services. Participates in after hours and day call crisis rotation. Schedules evening appointments as required. Maintains a valid driver’s license and vehicle liability insurance. Intervenes and evaluates consumers, establishes diagnosis. Develops treatment plan collaboratively with consumers by defining goals, specific outcomes and time-frames for treatment. Monitor consumer’s behavior. Intervenes therapeutically to change attitudes, beliefs and behaviors of consumers to improve individual and family level of functioning and stabilization of the foster placement. Provides crisis intervention to stabilize consumer’s condition by utilizing short-term crisis intervention techniques and/or referral to other support services. Maintains networking and referral contacts with other human service providers both internally and externally. Coordinates with referring DCFS staff regarding care through participation in Child and Family Team Meetings and submission of monthly service reports. Carries a caseload as assigned supervisor. Enters client information on the IPS Database in a timely manner according to IPS Program Plan. Facilitates comprehensive consumer care by providing case management services and foster parent support services. Facilitates recreation/socialization and cultural activities for consumers which provide enjoyable outings that prepare and encourage them to engage in activities independent of the agency and provide respite to families. Provides and arranges transportation services to consumers which they translate to their natural environment. Demonstrates active involvement in supervision and clinical staffings. Ability to screen, assess and provide interventions for consumers that are exhibiting symptoms of trauma. Participates in agency meetings, committees and special projects. Receives annual trauma-informed training. Identifies professional goals and enhances job-related skills through a written staff development plan. Demonstrates knowledge of rules, regulations and standards of programs and agency policies. Demonstrates constructive involvement in the community that will reflect positively and market the agency. Records and documents consumer treatment by following established policies and procedures. Completes various administrative forms to assure timely and accurate data collection in accordance with agency policies and procedures.

Skills and Knowledge: Counseling theory and practice, trauma informed care, diagnosis and assessment, case management processes, area resources/service systems, written and oral communications, crisis intervention/conflict resolution, knowledge of family therapy, child development, ability to relate to children/adults, knowledge of foster care placements and general knowledge of the child welfare system, Medicaid Administrative Rule 132, word processing and basic computer skills. Intensive Placement Stabilization (IPS) is a program working with DCFS youth in care who are in foster placements that are at risk of being disrupted. The role of this position is to access the youth and family, assess their needs, and provide support and interventions that stabilize the placement and coordinate that care with the referring DCFS casework agency. Specific skills we are looking for are: experience working with DCFS system, training in trauma informed care or trauma interventions, someone who can be flexible with scheduling to accommodate foster parents, willing to provide services in the home, school, and community, good clinical documentation and writing skills and strong self-care skills that will allow a clinician to work closely with families who have or are continuing to experience trauma.

Salary: $29,368.00 to $33,988.00 per year

3) Alexander County Office has an opening for full-time, 40 hour, Adult Outpatient Counselor/Therapist. This will be based out of our Cairo, Illinois Office.
Minimum Qualifications: Bachelor’s Degree in Human Services or related field required; Master’s Degree in Human Services or related field preferred. Qualifies as a MHP.

Skills & Knowledge: The Adult Outpatient Counselor/Therapist must possess skills and knowledge about counseling theory and practice, diagnosis and assessment of mental health disorders, case management processes, area resources/service systems, group facilitation, curriculum planning, teaching of basic living skills, crisis intervention/conflict resolution, knowledge of family therapy, ability to relate to individuals of diverse backgrounds, DCFS, Medicaid Administrative Rule 132, computer/typing skills, and excellent written and oral communications. Must have ability to travel to off-site services, participate in after hour and a day call crisis rotation, schedule evening appointments, and maintain valid driver’s license and vehicle liability insurance.

Job Responsibilities: Travels to off-site services. Participates in after hours and day call crisis rotation. Schedules evening appointments. Maintains a valid driver's license and vehicle liability insurance. Intervenes and evaluates consumers, establishes diagnosis. Develops treatment plan collaboratively with consumers by defining goals, specific outcomes and time-frames for treatment. Monitor consumer’s behavior. Intervenes therapeutically to change attitudes, beliefs and behaviors of consumers to improve individual and family level of functioning. Provides crisis intervention to stabilize consumer’s condition by utilizing short-term crisis intervention techniques and/or referral to other support services. Maintains networking and referral contacts with other human service providers both internally and externally. Carries a caseload as assigned by Program Coordinator. Completes required monthly direct service hours to consumers as defined on yearly Direct Service Requirement sheet. Facilitates recreation/socialization and cultural activities for consumers which provide enjoyable outings that prepare and encourage them to engage in activities independent of the agency. Effectively teaches life-management skills to consumers. Provides and arranges transportation services to consumers which they translate to their natural environment. Demonstrates active involvement in supervision and clinical staffings. Ability to screen, assess and provide interventions for consumers that are exhibiting symptoms of trauma. Participates in agency meetings, committees and special projects. Receives annual trauma-informed training. Identifies professional goals and enhances job-related skills through a written staff development plan. Demonstrates knowledge of rules, regulations and standards of programs and agency policies. Demonstrates constructive involvement in the community that will reflect positively and market the agency. Records and documents consumer treatment by following established policies and procedures. Completes various administrative forms to assure timely and accurate data collection in accordance with agency policies and procedures.

Salary: $29,368 annually for bachelor’s level degree/$33,988 annually for master’s level degree

4) Johnson County Office (JCO) has an opening for a full-time, 40 hours, Youth Programs Coordinator (120/SASS/PTS). This will be based out of our Vienna, Illinois office.

Job Responsibilities: Directs clinicians in evaluating consumers, establishing diagnosis, developing treatment plans and monitoring consumer’s behavior. Provides clinical supervision for crisis intervention to stabilize consumer’s condition by utilizing short-term crisis intervention techniques and/or referral to other support services and provides direction to crisis intervention staff. Interviews job applicants, makes hiring recommendations, orients new employees, administers discipline, evaluates employee performance, revises job descriptions and day-to-day work assignments. Intervenes and evaluates consumers, establishes diagnosis. Develops treatment plan collaboratively with consumers by defining goals, specific outcomes and time-frames for treatment. Monitor consumer’s behavior. Intervenes therapeutically to change attitudes, beliefs and behaviors of consumers to improve individual and family level of functioning. Provides crisis intervention to stabilize consumer’s condition by utilizing short-term crisis intervention techniques and/or referral to other support services. Maintains networking and referral contacts with other human service providers both internally and externally. Performs Q sessions as needed for other MHP staff. Facilitates
comprehensive consumer care by providing case management services. Facilitates recreation/socialization and cultural activities for consumers which provide enjoyable outings that prepare and encourage them to engage in activities independent of the agency. Provides and arranges transportation services to consumers which they translate to their natural environment. Demonstrates active involvement in supervision and clinical staffings. Ability to screen, assess and provide interventions for consumers that are exhibiting symptoms of trauma.

**Skills and Knowledge:** Candidate must possess active listening, written and oral communication skills. Experience and understanding of crisis intervention, conflict resolution, problem solving, group facilitation, curriculum planning, teaching of basic living skills, counseling theory and practice, diagnosis/assessment of mental illness, case management process, use of area service systems and resources. Possess excellent word processing and computer skills. Candidate must have experience and a good knowledge base of consultation practices, clinical record keeping, recovery support techniques, and the ability to work with individuals, groups, and families. A strong foundation of principles related to supervision philosophy, techniques and practices are desired. Possess knowledge of Medicaid Administrative Rule 132/140, understanding of core services and program models, and CARF standards.

**Minimum Qualifications:** Bachelor’s Degree in Human Services or related field with the ability to obtain Master’s Degree within 1 year of hire date; Master’s Degree in Human Services or related field is preferred; at least 1 year of supervisory experience is preferred; at least 2 years of direct clinical service experience is preferred; at least 21 years old; valid driver’s license and vehicle liability insurance required.

Salary: $36,511.00 to $40,511.00 per year

5) **Alexander County Office has an opening for a full-time, 40 hours, Adult Programs Coordinator (110/PATH/820). This will be based out of our Cairo, Illinois Office.**

**Job Responsibilities:** Intervenes and evaluates consumers and establishes diagnosis through providing comprehensive mental health assessment. Develops treatment plan collaboratively with consumers by defining goals, specific outcomes and time-frames for treatment. Monitor consumer behavior. Intervenes therapeutically to change attitudes, beliefs, and behaviors of consumers to improve individual and family level of functioning through supervision. Provides crisis intervention to stabilize consumer condition by utilizing short-term crisis intervention techniques and/or referral to other support services. Maintains networking and referral contacts with other human service providers both internally and externally. Facilitates comprehensive consumer care by providing case management services. Demonstrates active involvement in supervision and clinical staffings. Performs Q sessions as needed for other MHP staff. Ability to screen, assess and provide interventions for consumers that are exhibiting symptoms of trauma. Provides supervision to adult outpatient counselors/therapists for MIOA, PATH and 820 programs including job applicant interviewing, hiring recommendations, employee orientation, performance evaluation, administration of discipline, recommendation for unpaid suspension or termination, revision of job descriptions and day-to-day work assignments. Convenes and coordinates supervisory staffings a minimum of monthly. Assures that all programs supervised maintain compliance with all applicable standards and regulations. Keeps Behavioral Health Clinical Director informed of programmatic successes, problems, community needs, and personnel issues. Prepares and submits Outcome Evaluation Reports for all programs under his/her management one time per year. Prepares and submits Quarterly Utilization Review/Quality Assurance Reports for all programs under his/her supervision. Monitors and approves spending requests as allowed in policy for each program supervised within the guidelines outlined in agency policies and procedures and within program budgetary allotment. Reviews and approves various administrative forms submitted by the staff under his/her supervision. Assists in developing program policies and procedures. Coordinates services between all other FCC programs. Provides education to families and communities regarding mental illness and recovery, as needed. Approves scheduling and curriculum for any groups.
**Skills and Knowledge:** Candidate must possess active listening, written and oral communication skills. Experience and understanding of crisis intervention, conflict resolution, problem solving, group facilitation, curriculum planning, teaching of basic living skills, counseling theory and practice, diagnosis/assessment of mental illness, case management process, use of area service systems and resources. Possess excellent word processing and computer skills. Candidate must have experience and a good knowledge base of consultation practices, clinical record keeping, recovery support techniques, and the ability to work with individuals, groups, and families. A strong foundation of principles related to supervision philosophy, techniques and practices are desired. Possess knowledge of Medicaid Administrative Rule 132/140, understanding of core services and program models, and CARF standards.

**Minimum Qualifications:** Bachelor’s Degree in Human Services or related field with the ability to obtain Master’s Degree within 1 year of hire date; Master’s Degree in Human Services or related field is preferred; at least 1 year of supervisory experience is preferred; at least 2 years of direct clinical service experience is preferred; at least 21 years old; valid driver’s license and vehicle liability insurance required.

Salary: $36,511.00 to $41,511.00 per year

Helping others reach their full potential starts with our employees. As a Family Counseling Center, Inc., employee there are many perks to enjoy. Below are just some of the great benefits you might be eligible for with Family Counseling Center, Inc.:

- Opportunities for growth and movement - We encourage our employees to consider new growth opportunities with us and have a 7 county footprint for those looking to relocate within the state of Illinois.
- Paid Time Off - Generous PTO for vacations, illness, and personal days.
- Flexible Work Schedules to promote a healthy Work Life Balance
- Employee Assistance Program - assists employees with personal problems and/or work-related problems that may impact their job performance, health, mental and emotional well-being
- Full-Time Benefit Package Includes: 100% employer paid health insurance valued at over $8,000 annually, 100% employer paid $25,000 life insurance policy, elective dental and vision coverage, 8 hours of vacation time per month, 24 hours personal time per year, 8 hours of sick time per month, 40 hours of bereavement time per year, 8 hours of volunteer time per year, and 11 paid holidays.

You can visit [https://www.fccinconline.org/employment-application-form/](https://www.fccinconline.org/employment-application-form/) to complete an online application for employment. For more information call 618-658-3079, ext. 117 and request to speak to Abbie McNew. For more information, or to learn about internship or externship opportunities, you can also contact me at: amcnew@fccinconline.org

"This Institution is an Equal Opportunity Employer: Selection of employees for Family Counseling Center, Inc. shall be performed in such a manner as to ensure equal consideration of all qualified applicants. Qualified applicants will receive consideration without regard to age, race, color, religion, sex, sexual orientation, gender identity, genetic information, disability, marital status, protected veteran status or national origin."