

Job Description

Job Title:	LPC / LCSW
Department:	Clinical Services
Reports to:	Clinical Services Manager

Position Summary:

Provides individual, family, or group therapy services to assist individuals in achieving more effective social functioning. Formulates and implements treatment/intervention plans. Responsible for record keeping, reports, and notes for service billing.

Essential Functions:

- Conducts initial patient assessments
- Conducts psychosocial assessments
- Develops treatment
- Provides individual, group, and family therapy.
- May assist with difficult behavior and/or crisis situations within the program.
- Maintains up-to-date files on all clients.
- Writes and provides accurate and timely notes to the Therapy Billing Specialist for billing purposes.
- May supervise practicum students as appropriate to level of training.
- Consults with staff concerning HIPster needs as related to treatment/intervention plans.
- Provides direct support and training on mental health issues to staff

Competencies (Knowledge, Skills, and Abilities):

1. Knowledgeable of various intellectual and developmental diagnosis
2. Able to communicate effectively both verbally and in writing (sign language a plus).

**Minimum qualifications:****Education:**

- Master's degree in Counseling or Social Work

Experience:

- At least 2 years experience or equivalent working as an LPC or LCSW
- Experience working with adults with Intellectual and Developmental Disabilities, a plus

Specific Skills:

- Extremely effective listener
- Patient, understanding, and empathetic
- Flexible attitude

Specialized Knowledge, Licenses, etc.:

- Licensed in the state of Texas as a Licensed Professional Counselor or Licensed Clinical Social Worker.
- Must be able to clear a background check with no related offenses jeopardizing the integrity of our program.

Success factors:

Personal qualities of integrity, credibility, with a commitment to and a passion for My Possibilities' mission.

Supervisory responsibilities:

None

Working conditions:

This position will work in a shared office setting which includes sitting and working at a computer. However, this position will be required to handle behavior situations throughout the building which may require standing, walking, running, lifting, and crouching. Operation of office equipment will also be required such as a printer and computer/laptop.