

Position Posting: Supervising Therapist

Posting Date: August 15, 2019

Position Title: Supervising Therapist

Classification: Exempt, Full-time

Reports to: Associate Director

Primary Office Location: Family Justice Center, Orange County, with responsibilities in Sullivan County

Anticipated Start Date: October 1, 2019

Safe Homes of Orange County is a not-for-profit 501(c) (3), which has grown from a grassroots, small group of committed individuals in 1986 to an organization, leader, and resource in the field of intimate partner violence and human trafficking advocacy and services provision. Our many programs include a Family Justice Center, emergency shelter, legal program, anti-trafficking program, individual and group support, advocacy, therapeutic counseling, Risk Reduction Response Programs, systems-based advocacy and collaboration, community education and outreach, throughout Orange and Sullivan Counties.

Role Summary:

The Supervising Therapist is primarily responsible for day-to-day operations and supervision of the therapeutic counseling program as well as providing trauma-focused clinical services victims/survivors of intersecting forms of violence and abuse. They will serve individuals around needs arising from, but not limited to, intimate partner violence, human trafficking, teen dating violence, sexual violence, and other types of crime victimization.

Duties and Responsibilities (shall include but not be limited to):

Supervisory Responsibilities

- Assess needs, plans and establishes goals and priorities for therapeutic counseling services and sets time frames for completion of goals and priorities which are integrated into agency plans, goals and priorities.
- Hire, train, supervise, motivate, evaluate and develop therapeutic counseling program staff, including Therapeutic Counselors and Child Therapist; and supervise interns and volunteers, as assigned.
- Ensure therapeutic counseling services are provided in accordance with professional standards of practice, standards of regulatory agencies and relevant laws.
- Assure proactive assignment and follow up on assigned referrals; ensure prompt scheduling of appointments and ongoing encouragement around attendance.
- Provide on-call crisis counseling support during evenings, overnights and weekends, as scheduled.

Program-Related

- Attend and actively participate in regular supervision with Associate Director.
- Provide regular supervision for assigned staff; ensure opportunities for support, coaching and mentorship.
- Conduct regular site visits with therapeutic counseling program staff at other sites/locations.
- Actively contribute toward and attend program-specific and agency-wide staff/team meetings.
- Attend and actively participate in webinars, in-service trainings, and external trainings, as appropriate.
- Coordinate, plan and actively participate in awareness month activities and agency events for clients.
- Proactively monitor the overall condition of the agency and ensure the maintenance of a clean, welcoming environment for individuals accessing services.

Administrative

- Maintain the confidentiality of clients, staff, volunteers, and agency information. Exceptions include information pertaining to child abuse, danger to self or others, or in response to an authorized release of information.
- Adhere to and uphold agency policies and protocols related to the security of electronic client service records.
- Maintain and ensure the highest levels of accuracy in recordkeeping and reporting, ensuring that all client records and documentation work activities are complete and up-to-date.
- Coordinate and compile accurate statistical collection and assigned reporting, including grant applications.
- Ensure timely response and follow up to email communication and voicemail messages.

Organizational Relationships

- Contribute toward fostering inclusive and supportive work environments throughout the agency.
- Work closely and collaboratively with Associate Director and other supervisory staff, as appropriate, to understand and accomplish position and programmatic responsibilities.

- Work closely and collaboratively with agency staff within the therapeutic counseling program, Family Justice Center, residential settings, and collocated office spaces.
- Work closely and collaboratively with community partner organizations while supporting the needs of clients.

Other

- Provide culturally-informed, trauma-focused clinical services, including individual and group therapy, to children and youth impacted by intersecting forms of violence and abuse.
- Develop goal plans with clients and engage in ongoing goal planning and evaluation; continually assess client circumstances, and implement varied treatment modalities and approaches in response to client needs and experiences; and effectively structure therapy sessions to support achieving mutually agreed upon goals.
- As needed and available, provide culturally-informed, trauma-responsive crisis intervention, and nonjudgmental, supportive comprehensive services to clients, including, but not limited to: assessments; intakes; individual and/or group supportive counseling; advocacy and accompaniment; follow-up contact, as safe and appropriate, and outreach; and information and referrals.
- Provide clients with information regarding the NYS Office of Victims Services, assist with filing applications for OVS compensation, and serve as a liaison between clients and OVS.
- Other duties as assigned by immediate and/or other supervisors.
- Staff members are encouraged to be flexible and responsive to changes in scope of duties.

Work hours: Primarily Monday through Friday with flexibility around evenings, weekends and holidays required.

Requirements:

- Must be Licensed Clinical Social Worker (LCSW) and meet education, supervised clinical experience, and other requirements, including practice in accordance with professional standards of practice and codes of ethics of the New York State Education Department Office of the Professions.
- 5 years' experience in trauma work or in providing direct crisis counseling and/or advocacy services to victims/survivors of intersecting forms of violence and abuse strongly required.
- Considerable ability to train and instruct, and provide clinical and technical supervision to therapeutic counseling program staff and students is required. 3-5 years' supervisory experience required.
- Experience working with adult, children and youth in clinical settings required.
- Commitment to working from an anti-oppression, harm-reduction, and trauma-responsive approach; and to social change through active participation in working towards ending gender-based violence, racism, classism, sexism, ageism, homophobia, ableism, and all forms of oppression.
- Ability to work independently as well as cooperatively with a team, with a willingness to appreciate different points of view and problem solve in a constructive manner, and respond to complex problem solving in a timely manner.
- Excellent written and oral communication, organizational and time management skills, and sound judgment.
- Ability to model and uphold appropriate boundaries in work with clients, colleagues, supervisors, and community.
- Experience with data management and knowledge of Microsoft Word, Excel and Power Point, and databases.
- Ability to lift up to 50 pounds, navigate stairs, and periods of sitting, standing and movement required.
- Travel extensively between the agency's office sites and other locations throughout the service region.
- A valid, insurable driver's license and reliable transportation.

Desired:

- Bilingual/bicultural candidates strongly encouraged to apply.

Conditions of Employment:

All jobs contingent upon successful completion of certain background checks which, unless prohibited by applicable law, may include criminal history, employment verification, education verification, DMV checks (for driving positions), State Central Registry, State Exclusion List, and fingerprinting.

NO PHONE CALLS PLEASE.

Applicants may email, mail, or fax resume with cover letter, including why you are interested in this position:

Subject line must read: Supervising Therapist

Attention: Hiring Team

Email: admin@safehomesorangecounty.org

Fax: 845-562-2216

Safe Homes of Orange County is an equal opportunity employer committed to a diverse, culturally inclusive work environment and prohibits discrimination due to race, color, age, religion, sex, sexual orientation, gender and identity, disability, and national origin in employment and delivery of services. All are encouraged to apply.

This description reflects the principal functions of the job for the purpose of job evaluation. It should not be construed as a detailed description of all work requirements of the job nor shall be construed as giving exclusive responsibility for every function described.