



JOB DESCRIPTION

JOB TITLE: Therapist	
Job Family: Clinical	Supervisor: Director of Clinical Services
Classification: Full-Time; Exempt; Salaried	On-Call Responsibilities: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Expected Schedule/Hours of Work: 40-45 Hours per Week Typically Monday – Friday business hours with evening and weekend work required. Therapists are expected to work a schedule that includes non-school/non-business hours to accommodate client schedules.	
Title(s) of Immediate Subordinates: N/A	Total Number of Employees Supervised: Directly: 0 Indirectly: 0

POSITION SUMMARY:

The Therapist is responsible for providing clinical counseling and care to adult and/or child survivors of domestic violence. Each Therapist may specialize in a particular area such as providing care to shelter residents, outreach clients, adults, children, families, or those with substance use issues. The Therapist also provides on-call support on a rotating basis.

ESSENTIAL FUNCTIONS:

- Provide for the immediate emotional and psychological health and safety needs of clients, including crisis intervention, safety planning, and domestic violence education.
- Provide regular individual therapy, including maintaining a caseload of approximately 20 clients.
- Provide clinical case management/support services as needed.
- Facilitate weekly support or psycho-educational groups.
- Develop individualized treatment plans that reflect client input and unique needs.
- Administer initial mental health assessments for clients entering shelter services or as otherwise directed.
- Provide on-going behavioral support management for clients who are at risk of destabilization in the shelter environment.
- Maintain clinical files and documentation according to quality assurance, grant reporting, and auditing standards.
- Participate in continuous quality improvement activities such as maintaining QA standards and ensuring accurate and timely data entry and reporting.



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- Develop program curriculums under the direction of the Director of Clinical Services.
- As requested by supervisor, provide direct supervision to Master's level interns, including providing training, coaching, counseling, supervision, performance evaluations, and disciplinary action as needed.
- Provide on call assistance to Shelter and Guardian Program operations, on a rotating basis, by assisting and advising advocates regarding clinical matters and working additional shifts, if needed.
- Take an active role in program development, team building, and creating a positive and solutions-focuses service environment.
- Represent Hope House at community meetings, give tours, and facilitate speaking engagements as requested.
- Follow all Hope House service philosophies, policies, and procedures.
- Perform other duties as requested.

Specialty Areas

- **Assessment** – provide clinical assessment, diagnosis, resource referral, and mental health advocacy and case management services to survivors, particularly those residing in shelter. Assist in scheduling referral appointments for clients in need of external behavioral health services, maintain current behavioral health resource/referral information, and accompany clients to external appointments when indicated.
- **Supported Recovery** – support clients with substance use histories, including substance use education, relapse prevention, and substance use in the family within the context of domestic violence. May be required to act as the COMBAT contact and coordinate COMBAT data entry, billing, reporting, and other COMBAT-related events.
- **Family Services** – support clients with children, particularly those who are involved in the family court and/or child welfare systems. Assist with parenting issues in the context of domestic violence, participate in meetings and trainings with the Children's Division, coordinate care and report back to the Children's Division, and advocate on behalf of the client within the family court and child welfare system(s).
- **Children** – facilitate clinical services that address issues specific to the needs of child survivors of domestic violence, and provide developmentally appropriate interventions to children who have experienced and/or witnessed domestic violence. May provide family therapy and/or support to parents.

IMPORTANT COMPETENCIES (Knowledge, Skills, and Abilities)

- Speak effectively in a group setting.
- Maintain appropriate boundaries when working with clients and agency personnel.
- Maintain confidentiality, neutrality, and professionalism in role.
- Multi-task and work in a fast paced environment.



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- Work effectively with persons who have diverse styles, abilities, motivations, and backgrounds.
- Demonstrate basic computer and digital literacy skills.
- Demonstrate excellent organizational skills and follow through.
- Demonstrate knowledge of the dynamics and causes of domestic violence and a commitment to end domestic violence as a social problem.
- Demonstrate strong clinical skills.
- Adapt to change productively and handle other tasks as assigned.
- Concentrate and perform accurately.
- Work a variety of schedules, depending upon the needs of the agency.
- Demonstrate strong written and oral communication skills.

Post offer, pre-employment screening requires successful completion of a Children's Division screening and criminal background check; and valid driver's license, current motor vehicle insurance, and acceptable motor vehicle record report.

WORK ENVIRONMENT and PHYSICAL DEMANDS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation 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 stand, walk, sit, climb, hear, and reach with hands and arms. The employee may occasionally lift and or move objects weighing up to 25 pounds. Specific vision abilities required by this job include close, distance, color, peripheral, depth perception and ability to focus.

TRAVEL REQUIREMENTS

This position may be required to travel throughout the greater Kansas City metropolitan area and between Hope House facilities. Periodically, this position may be asked to transport clients in their own vehicle or in the company vehicle with a valid driver's license.

EDUCATION AND EXPERIENCE:

MINIMUM QUALIFICATIONS:

- Advanced degree in counseling psychology, social work, or comparable field.
- Licensed in the state of Missouri or licensed eligible.



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PREFERRED QUALIFICATIONS:

- Bilingual in English and Spanish.
- Previous experience working with adult and/or child survivors of domestic violence.
- Previous experience in clinical intake assessment and diagnosis.
- Licensed or licensed eligible Qualified Substance Abuse Professional (QSAP).
- Previous experience working with Children's Division and/or family court systems.

This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Duties, responsibilities, and activities may change or new ones may be assigned at any time with or without notice.

Hope House is an Equal Opportunity/Affirmative Action Employer