

**MATTIE RHODES CENTER  
Job Description**

<b>Job Title:</b>	<i>Clinical Therapist (Intimate Partner Violence)</i>	<b>Date:</b>	April 2024
<b>Department:</b>	Community Behavioral Health	<b>Reports to:</b>	Community Behavioral Health Director

**JOB SUMMARY**

The primary responsibilities of this position include providing therapy to survivors of intimate partner violence, ages 14+, completing required agency documentation, and required direct service hours. In addition, this position is responsible for participating in program development and evaluation. This is an exempt position and flexibility in work schedule is required, including some evening hours.

**TIME**      **ACCOUNTABILITIES**  
80%      CLINICAL SERVICES

- Serves as counselor/clinical social worker for persons who are survivors of intimate partner violence.
- Serves as counselor/clinical social worker for persons seeking behavioral health services as needed.
- Provides psychoeducational and therapeutic groups for survivors of intimate partner violence
- Works with the Clinical Director to ensure program is effectively addressing the needs of individuals served within program.
- Completes initial assessment, evaluates participant progress.
- Maintains accurate and timely documentation according to MRC's policies and procedures. Completes documentation within 72 hours of meeting participant,
- Follow Compliance with the Department of Mental Health
- Assists in the development and implementation of new programming as needed.
- Provides clinical services on and off agency premises as needed.

10%      ADMINISTRATIVE FUNCTIONS

- Participates in agency meetings and provides updates to their team and/or other staff members when pertinent. These reports include, however not limited to evaluation, service implementation, best practices, program updates, legislative updates, advocacy meetings etc.
- Performs other job assignments as required or directed and supports the Agency's public relations efforts.
- Implements outcome measurements tools as required by MRC and program funders.
- Participates within professional development trainings as needed according to licensure or practice.

5%      OUTREACH/ADVOCACY

- Conducts outreach and provides presentations around domestic violence to the community as needed.
- Advocates for participants and the community.
- Represents the Mattie Rhodes Center at various community meetings as assigned.

5%      OTHER DUTIES AS ASSIGNED

**INTERNAL CONTACTS - PURPOSE**

Agency staff - gives and receives information.

**EXTERNAL CONTACTS - PURPOSE**

Participant referral sources - provide information and recommend action.

**SUPERVISION**

**Total number of employees supervised:**

Directly: 0  
Indirectly: 0

**MINIMUM REQUIREMENTS**

- Master of Social Work or Counseling degree or LCSW OR LPC eligibility.
- Counseling skills to include strong interpersonal skills.
- Proficiency required in Spanish and English as well as has an in-depth understanding of the Latino culture and cultural competence.
- Ability to communicate with clinical supervisor, counselors and other professionals and to observe professional boundaries both with participants and with other professionals.
- Must be proficient with all MS Office applications.

**PREFERRED QUALIFICATIONS**

- Have/or will complete at least 40 hours of domestic violence trainings.
- Counseling experience preferred but not required.
- Experience working with survivors of intimate partner violence within a therapeutic setting.
- Experience facilitating various therapeutic groups.

<b>Supervisor's Signature</b>	<b>Date</b>	<b>Employee's Signature</b>	<b>Date</b>
<p>The above information is intended to describe the most important aspects of the job. It is not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required in order to perform the work.</p>			