

POSITION DESCRIPTION CLINICIAN II/ III

Women's Center at Moors Creek
Emergency Services and Short-Term Stabilization
Region Ten Community Services Board

CLASSIFICATION TITLE: Clinician II/ III

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a FLSA non-exempt position. The incumbent is responsible for providing and documenting clinical services to clients enrolled in the Mohr Center residential treatment program. He/she performs assessments, and provides counseling and rehabilitative services through individual and group therapy. He/she has the responsibility to provide supportive advocacy, information and referral assistance to link Mohr Center clients to other services in the community. This includes assessing resource needs, developing treatment plans, coordinating services with other service providers and serving as a client advocate.

The incumbent reports to the Director III, Women's Center at Moors Creek, and is expected to function with initiative and independent judgment, based on application of standard practices with guidance from supervisor. In carrying out duties, he/she is required to act professionally and knowledgeably with both clients and referral agencies and exercise sound independent decision-making. He/she will perform in accordance with professional ethics and established Region Ten policies.

The essential functions of this job are starred below (*) under "Major duties."

MAJOR DUTIES:

1. *Provides residential care and coverage as a member of the residential staff at the Women's Center at Moors Creek.
2. *Plans, develops and provides trauma informed substance abuse treatment, individual and group therapeutic services to all Women's Center at Moors Creek clients.
3. *Provides service assessment; develops residential service plans and reviews for all Women's Center at Moors Creek clients. Provides group and individual counseling.
4. *Provides clinical leadership as needed to maintain quality clinical standards.
5. *Provides clinical consultation, information and support to staff on call as needed
6. *Coordinates Women's Center at Moors Creek services with other providers and with other human service agencies and systems, such as local health and social services departments.
7. *Makes collateral contact with the resident's significant others with properly authorized releases to promote implementation of the individual's services plan and community adjustment.
8. *Assist clients with after care planning, including linking with appropriate service providers, self-help groups, and community supports that are likely to promote a recovery lifestyle as identified in the individualized service plan (ISP).
9. *Assists the resident directly to locate, develop or obtain needed services, resources and appropriate public benefits. Collaborates with agency resources staff in accessing needed resources.
10. *Provides counseling to clients by facilitating educational and support groups, as well as individual and family counseling as needed. Provides ongoing instruction, guidance and counseling to develop a supportive relationship that promotes the individualized services plan.
11. *Advocates for residents in response to their changing needs.
12. *Maintains current and complete client records and service provider data.
13. *Attends training and participates in supervision as required.
14. *Follows CSB policies and procedures and applies them consistently.
15. *Participates in regularly scheduled case review meetings and supervision sessions with program Director.
16. *Reads all agency communication (i.e., Ten, Region Ten's newsletter, e-mail, etc.).
17. *Provides immediate consultation to the Director III for Women's Center at Moors Creek regarding requirements, regulations, and procedures for meeting service needs for residents.
18. *Performs First Aid and CPR as required. Able to perform CPR and First Aid when situation requires these activities.

QUALIFICATIONS:

To ensure the safe and efficient operation of the program, a valid Virginia Driver's License plus an acceptable driving record as issued by the Department of Motor Vehicles is required. For business use of a personal car, a certificate of valid personal automobile insurance must be provided. Master's degree required. All candidates must possess substance abuse certification, hold a license in a related human services field or be eligible to have one of these professional certifications or licenses within two years of employment. Certification in cardio-pulmonary resuscitation, completion of social detoxification training and medication management training is required. The incumbent will possess the following knowledge, skills and abilities:

Clinician II: Master's Degree. Candidates must be eligible to seek licensure through the Virginia Department of Health Professions.

Clinician III: Master Degree and licensed through the Virginia Department of Health Professions.

Knowledge of: alcoholism, drug addiction, withdrawal symptoms, triage, mental illness, trauma informed care, case management, interviewing techniques, intervention dynamics, community referral resources, counseling theories and techniques, crisis

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intervention, DSM V diagnostic criteria, theories of early recovery and relapse prevention, treatment care planning and records keeping systems.

Skills in: assessing needs of addicted clients, individual and group counseling, interviewing, triage and crisis management, DSM V diagnoses, case management, conducting interventions, educating clients, their families, and the public about all aspects of substance addiction, recovery, public speaking, responding to clients empathetically while maintaining objectivity, report writing, care planning and maintaining client records; personal computers and keyboarding.

Abilities to: relate to and get along with people from all levels of society with a variety of substance addiction problems and mental illness, do public presentations, choose and implement appropriate treatment modalities for clients and their families, write and speak lucid, concise, articulate, grammatical English and make maximum use of time on the job.

CLINICAL PERFORMANCE EVALUATION STANDARDS:

This position is evaluated according to the Clinical Performance Evaluation Standards.

POSITION LOCATION: Women’s Center at Moors Creek
Region Ten Community Services Board
Charlottesville, VA 22903

POSITION ORGANIZATION CHART

Director III
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Clinician II/ III

GRADE: Grade 10: Clinician II
Grade 11: Clinician III

SCHEDULE: Varies depending on program need.

Position Description Updated: June 13, 2019

I have reviewed this job description and acknowledge the duties as well as the KSA (knowledge, skills, and abilities) included in this description. I also understand the performance standards as they apply to this position.

Signature

Name Printed

Date