

Associates for Human Services, Inc.

JOB DESCRIPTION

DEPARTMENT: EARLY INTERVENTION
POSITION: MENTAL HEALTH COUNSELOR
REPORTS TO: TEAM LEADER
SUPERVISES: N/A
STATUS: NON-EXEMPT

GENERAL DESCRIPTION:

The Counselor will consult, instruct, supervise, and monitor staff in areas of social/emotional development. The Counselor will also accompany staff members on home visits to children not on their case to assess and monitor concerns regarding social, emotional or environmental issues. He/she will act as a co-teacher in classes, preparing and presenting activities, on a rotating schedule, as needed, and act as a liaison with educational, medical, and community agencies that relate to the needs of their caseload. The Counselor may also act as group leader for a parent group, scheduling topics to be presented, leading open discussions and coordinating with staff and guest speakers (as needed).

REQUIREMENTS:

A minimum of a master's degree from an accredited recognized Educational institution in:

(a) counseling psychology, clinical psychology, developmental psychology or educational psychology

or

(b) Current licensure as a Licensed Mental Health Counselor (LMHC) or current licensure as a Licensed Marriage and Family Therapist (LMFT) by the Massachusetts Board of Allied Mental Health and Human Services Professionals.

or

(c) A minimum of a Master's degree from an accredited recognized educational institution in Mental Health Counseling, Marriage and Family Therapy or a Related Field

AND "licensed-eligible" for LMFT or LMHC with official written verification by the applicant's accredited educational institution

- Evidence of physical examination within one year prior to employment.
- Statement of any physical limitation in working with children.
- Evidence of immunity for measles, mumps, rubella and chicken pox.

- Negative Mantoux TB test in accordance with current Department of Public Health regulations.
- Valid Driver's License
- Obtain and maintain certifications in Pediatric First Aid and CPR

DUTIES AND RESPONSIBILITIES:

- Prepare and present social topics to parent groups and staff on a rotating schedule.
- Responsible for exploring family need for community resources including counseling agencies in the area when children are reviewed quarterly.
- Available for short term counseling (6 weeks) with the goal of transitioning to long term counseling if applicable.
- Review and monitor home visit and progress reports as needed.
- Consult with supervisor and other staff regarding the full implementation of their clients' IFSP's, particularly regarding areas other than your own discipline.
- May be asked to participate in community outreach.
- Attend staff meetings.
- Participate in a supervision and evaluation process.
- Attend appropriate trainings as necessary.

(Please also note essential job functions)

This job description is not intended to be all-inclusive.

I have received and read this job description. My signature below represents acknowledgement of my responsibilities.

Employee Signature

Date

Supervisor Signature

Date