

CHILD SAFE OF CENTRAL MISSOURI, INC.

JOB DESCRIPTION

CLINICAL SUPERVISOR/CHILD AND FAMILY THERAPIST

Job Title: Clinical Supervisor / Child and Family Therapist

Reports to: Executive Director

Job Summary: The Clinical Supervisor/Child and Family Therapist and Executive Director share responsibility for the development, implementation, operational evaluation of the therapy program at Child Safe of Central Missouri, Inc (Child Safe) and any and all future satellite locations, ensuring that its mission is carried out according to applicable professional, ethical, and legal standards. The Clinical Supervisor/Child and Family Therapist provides trauma informed, evidence based therapy to children and their non-offending caregivers. This position provides clinical supervision of agency Child and Family Therapists, other mental health providers to whom Child Safe may provide referrals, student interns, and volunteers. Maintain positive working relationships with partner agencies, networking and facilitating opportunities to encourage cross-disciplinary communications, protocol development, training, and education to improve the outcomes of child abuse investigations and treatment. The Clinical Supervisor/Child and Family Therapist is responsible for carrying out the purposes, policies and programs of the organization as determined by the Board of Directors.

Education/Experience/Training:

- Master's degree in social work, psychology, counseling, or a related degree.
- Must be licensed in the State of Missouri as a Professional Counselor (LPC), Social Worker (LCSW) or Psychologist.
- Minimum of three years of program administration preferred, including staff supervision, clinical and/or practice experience.
- Specialty training and experience in the child abuse field with particular emphasis on child abuse and trauma informed, evidence based therapy practices i.e. TF-CBT, EMDR and/or CBT
- Must demonstrate advanced working knowledge of child welfare systems and child abuse and neglect research.
- Must possess excellent written and oral communication skills, computer skills, and public speaking experience.
- Must demonstrate an ability to accomplish and advance program goals, a willingness to remain abreast of current research related to child abuse and neglect, and possess the ability to remain sensitive and demonstrate appropriate boundaries with program clients, agency staff, and volunteers.

Essential Job Functions:

- Provide direct and indirect services to children and their non-offending caregivers including, but not limited to:
 - Crisis counseling, utilizing best-practice, trauma-focused modalities, including, but not limited to evidence based TF-CBT, CPT, and/or EMDR where and when appropriate

- Assessment and evaluation of counseling needs, including pre and post assessment tools
 - Development of treatment plan(s) with individualized goals and objectives
 - Provision of individual and “family unit” therapy modalities
 - Serve on Child Safe’s Multidiscipline Teams, and as a consultant to team members as may be required and/or needed
 - Submit/offer referrals for other services or resources
 - Coordination/consultation with other agencies when and where ethically appropriate
 - Provide oversight and supervision of all mental health clinicians employed or contracted by Child Safe .
- Participate in any legal/judicial and administrative proceeding when required and in accordance with professional standards of conduct
 - Develop implement, provide, and supervise group therapy programs for child abuse victims and their non-offending caregivers
 - Train program personnel, volunteers, student interns, and multidisciplinary team professionals involved in child abuse investigations
 - Establish a therapeutic setting in which the environment is conducive to meeting the physical, social, and emotional needs of the children we serve
 - Be responsible for supervising and maintaining all clinical records, administration of client database for tracking child abuse cases from intake to disposition as established by federal law, the State of Missouri, as well as Child Safe’s Policies and Procedures, Standard Operating Procedures, and the recommended practice model as established by the National Children’s Alliance.
 - Compile statistical information for grant reports
 - Assist in the development and implementation of the policies, procedures, and practices which assure that the welfare of the abused children served by Child Safe are the agency’s first priority
 - Maintain administrative aspects of the program’s functioning, recommending, and implementing program changes when necessary. Assure program compliance with all applicable laws and policies
 - Responsible for the evaluation of the mental health service program to ensure that program goals and objectives of the programs are met as stated in grant goals and expectations set by the Board and Executive Director.
 - Responsible for the development and administration of evaluation procedures and instruments as necessary to ensure goals and objectives are met. Routinely report evaluation results to the Executive Director
 - Attend annual skills-based training to remain abreast of the latest research, trends and best practice standards in cultural competency and mental health practices, as funding allows
 - Provide ongoing information to multidisciplinary partner agencies and community agencies on child abuse and neglect, trauma informed, evidence based mental health treatment, programs, and services of the agency
 - Remain abreast of issues and current research related to child abuse and neglect and trauma informed, evidence based counseling modalities
 - Attend annual agency functions, special events, and meetings as necessary and appropriate

- Have knowledge of HIPPA and ensure compliance
- Other duties as assigned

Special Requirements and Skills:

1. Satisfactory criminal background investigation and a CA/N screening as a condition of employment/contract
2. Basic computer skills
3. Ability to work under pressure to meet deadlines
4. Ability to function harmoniously in a busy work place as part of a multidisciplinary team
5. Willingness to accommodate travel in our 13-county service area, and work evenings, weekends, and holidays if necessary
6. Must acknowledge and adhere to the confidentiality policy and procedures and must adhere strictly to the highest professional ethics, confidentiality, discretion, and judgment
7. Excellent verbal and nonverbal skills to communicate with children, families, staff, interns, volunteers, multidisciplinary team members, and the public
8. Understanding of child development ages birth to 18 years
9. Understanding of complex family dynamics in child abuse
10. Knowledge of current services for abused children in central Missouri
11. Ability to work effectively in crisis situations
12. Ability and willingness to work as a team member with Child Safe colleagues, volunteers, interns and MDT members
13. Excellent oral and written communication skills
14. Ability to communicate effectively in court
15. Excellent problem solving skills
16. Valid driver's license
17. Provide proof of automobile insurance
18. Provide proof of professional liability insurance

Supervisory Responsibility:

Agency Mental Health Professionals, Interns and Volunteers