

## FAMILY SERVICE CENTER JOB DESCRIPTION

**JOB CODE:**

**JOB TITLE:** Part-time Therapist I at JJJC

**CREATION DATE:** 03/00/2015

**REVISION DATE:**

**FLSA STATUS:** Exempt

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**JOB SUMMARY:**

Conducts clinical assessments, develops treatment plans, conducts clinical interventions, and assesses outcomes of youth on probation and their families at the Galveston County Juvenile Justice Center, approximately 20 hours per week.

**ESSENTIAL JOB FUNCTIONS:**

- Maintains an assigned caseload.
- Completes case recording and required reports within deadlines.
- Provides appropriate referrals.
- Maintains accurate clinical records.
- Ensures that the programs meet the standards of accrediting bodies and funding sources.
- Maintains licensure.
- Conducts outreach activities to identify clients, inform community of services and build community collaborative relationships.
- Respects and supports client rights, including confidentiality
- Adheres to internal controls and procedures established for department.

**MARGINAL OR PERIODIC JOB FUNCTIONS:**

- Performs related duties as required

**REQUIRED EDUCATION / EXPERIENCE:**

Master's degree in a clinical mental health specialty, eligible for full licensure in the state of Texas. One year mental health clinical experience.

Spanish-speaking preferred

**KNOWLEDGE/SKILLS/ABILITIES:**

Knowledge of the treatment process from first contact to assessment of outcomes. Effective written and verbal communication skills; bilingual preferred. Excellent interpersonal skills. Ability to work cooperatively with other professionals either in teams or in consultation. Knowledge of, and compliance with, the principles of professional ethics. Knowledge of computers, software applications and mobile communication devices.

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**EQUIPMENT:**

Standard office equipment.

**WORKING ENVIRONMENT:**

Therapist will primarily work out of the Jerry Esmond Juvenile Justice Center located at 6101 Attwater Avenue, Texas City, TX 77590.

**OTHER:**