



Position Title Therapist	Job Status and Salary: Exempt - DOE
Department: Housing / Community Connections	Location: Safe Home – Drop In Center
Reports To: Chief Program Officer	Number of People Supervised: N/A

POSITION PURPOSE

Provide therapeutic services and supports within a short-term crisis shelter / drop-in center for young people between the ages of 11-22. Services provided are: psycho-social, risk and trauma assessments, individual, group, couples and family therapy. Support and consultation provided to staff and as a member of the Safe Home / Drop-In Center Leadership Team.

**ESSENTIAL DUTIES AND RESPONSIBILITIES
(IN PRIORITY ORDER)**

The following list of duties or tasks is not intended to be complete but to represent some of the tasks required under each of the major responsibilities.

Therapeutic Services Provided

- Psychosocial assessments
- Provide individual, couples, family and crisis response therapy as needed or required
- Hold on-going groups
- Create individualized treatment and discharge plans
- Complete risk and trauma screens
- Refer youth and families for additional services when needed
- Provide consultation and support to frontline staff and the Safe Home/ Drop-In Center Leadership Team
- Provide therapeutic support to the transitional housing programs when needed

Approach to the Work

- Utilize a strengths-based framework along with diverse modalities to best meet needs of youth
- Understand and exemplify the core principles/approaches used within the Safe Home: Positive Youth Development, The Nurtured Heart Approach and trauma informed practices
- Able to be flexible and make changes as needed to best meet team and youth needs
- Able to seek help and support when needed and utilize personal healthy self-care strategies
- Able to work on and with various dynamic teams, not as a leader, but a collaborative team member
- Spur team oriented work and to encourage creativity

Administrative Responsibilities

- Use Electronic Medical Record data base to maintain client files and submit timely billing
- Maintain up to date client files and all collateral documentation

- Provide information to our billing personnel to support all insurance credentialing, enrollment and other requirements necessary for successful billing

EDUCATION & RELATED WORK EXPERIENCE

**Education Level/ Years of Related Work Experience:
(minimum & preferred educational requirements necessary to perform this job successfully)**

- State License required LISW/LCSW, LMSW, LPCC, LMFT, or LMHC
- 2-4 years working with adolescents, specifically with youth that have experienced homelessness, trauma, and/or system involvement, preferred
- Working with diverse teams

CONDITIONS OF EMPLOYMENT

(Describe any specific conditions for employment relative to this position)

Must be able to pass comprehensive criminal, sexual offender, MVD background checks.
Must have car, valid driver's license, and maintain state required automobile insurance minimums.

WORK ENVIRONMENT AMERICANS WITH DISABILITIES ACT

Equipment Used:
PC and standard office equipment

Primarily M-F day and some early evenings, with the possibility of some flex time on weekends

Equal Employment Opportunity

New Day Youth and Family Services provides equal employment opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, age, sex, marital status, sexual orientation, or non-disqualifying physical or mental handicap or disability.

Job Responsibilities

The previous statements reflect the general duties, responsibilities and competencies considered necessary to perform the essential duties & responsibilities of the job and should not be considered as a detailed description of all the work requirements of the position. New Day Youth and Family Services may change the specific job duties with or without prior notice based on the needs of the organization.

ACKNOWLEDGEMENTS

Creation Date:	Revision Date:
Supervisor: I have approved this job description and reviewed with my employee.	
Signature:	Date:
Employee: I have reviewed this job description with my supervisor and acknowledge receipt.	
Signature:	Date:
Executive Director/Department Director	
Signature:	Date: