

# CHILDREN'S AID SOCIETY OF ALABAMA

Mission Statement: Changing lives, building families, strengthening communities.

## Job Description: Family Partners Therapist

Employee name: \_\_\_\_\_ ID#: \_\_\_\_\_ Date: \_\_\_\_\_

Reports to: Family Partners Supervisor

Supervises: Number of direct reports \_\_

Exempt  Full Time

Date of Hire: \_\_\_\_\_

Nonexempt  Part Time

Length of time in current position: \_\_\_\_\_ months \_\_\_\_\_ years

Select one of the following:  New Hire/New Position  6 Month Performance Review  Annual Performance Review

### Job Requirements

**Summary:** This position is responsible for providing intensive, short-term, crisis intervention and stabilization services to assist families in maintaining and strengthening their family life, including individual and family therapy. For purposes of mileage reimbursement, employees residing in one of the counties that his/her team provides services shall be considered to be Home Based. Employees who reside in a county that is not served by his/her team shall be considered to be Office Based.

**Minimum Education:** Master's in Social work or Counseling from a college or university accredited by one of the six regional accrediting associations of the United States.

**Minimum Work Experience:** Two years of proven post master's experience or a Master's Degree in the field of social work, psychology, or counseling with five years of proven post master's experience in family and child services. Associated experiences with children, youth, and families.

**Required Licenses/Certifications:** LICSW, LMSW, ALC, and/or LPC. Valid Alabama driver license and auto insurance minimum liability 100/300.

**Required Skills, Knowledge, and Abilities:** Excellent communication and problem solving skills. Computer proficiency. Ability to respond calmly and non-judgmentally to others, including persons in crisis. Ability to work with a team while evidencing ability to think critically; carry caseload as required by contract. Ability to demonstrate cultural and socioeconomic proficiency. Understanding of trauma informed care.

**Required Internal Certification/Trainings:** Bi-annual TB skin test/medical report

**List any physical requirements:** Travel within service area and in state, some overnight. Ability to work flexible hours; provide 24/7 on call response.

### Essential Functions of Position

1. Makes contact with families within 24 hours of assignment; Provide direct clinical service to 12 families; available to all families served 24/7 and demonstrates flexibility in hours worked to meet consumer needs.
2. Participates in and completes case opening, case management, and case closing paperwork accurately and by the timeline identified in the IHS program manual. Responsible for ongoing assessment of strengths and needs of the family and barriers to permanency and developing the treatment plan with team members. Completes treatment plan and safety plan updates at least every 90 days.
3. Actively participates in an ISP is conducted for each case served within 10 days of referral/case assignment; ensures a copy of the ISP is obtained for the record. Actively participates in any follow up ISP's and treatment plan reviews.
4. Responds to callers in a warm, efficient, effective, and timely manner; responds quickly to all after hour calls and consumer calls; documents identified needs and results of the intervention.
5. Provides support and concrete services to family members as outlined in the ISP and treatment plan resulting in client's progress meeting program outcomes, identified by the annual plan, within a 6-9 month service period.
6. Participates in individual and/or group meetings, in-service trainings and all-staff meetings. Develops an ever increasing understanding of trauma informed care and how best to implement that knowledge into daily practice. Participates in the PQI process including assessment of outcomes every ninety days.
7. Provides accurate and timely weekly consultations to DHR workers; assists in completing monthly case summaries and provides to DHR workers/State by the 5<sup>th</sup> of each month.
8. Arranges for case coverage with supervisor approval by other Therapists if on leave or unavailable for an extended period.
9. Conducts two or more as needed in home face to face contacts per week with the families on caseload as identified in the ISP for Preservation cases.
10. Conducts one or more as needed in home face to face contacts per week with the family (a minimum of one hour duration) as identified in the ISP for Reunification cases; conducts two or more as needed per month visits with the out

of home child/children to discuss movement towards permanency outcomes detailed in the ISP for Reunification cases.

11. Provides clinical consultation and collaboration with referral sources, with the school, therapists, or other mental health providers once per month as needed, to monitor progress.
12. Assists in referrals to other services, advocates for the child and family by accompanying them to appointments as identified in the ISP including IEP's and court hearings.
13. Provides education and support to enhance the family's ability to utilize community resources and services.
14. Provides individual and family therapy, supervises family visitation as outlined in the ISP, including but not limited to addressing family systems theory with the child's family members in understanding the nature of the child and how to help the child be maintained in the community.
15. Assists in creating a behavior management plan for the child when needed, with other members of the ISP team. Participates in the development of a safety plan.
16. Assists with aftercare and tracking responsibilities as needed.
17. Participates actively in the agency PQI process and serves on agency committees as nominated.

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Employee Signature

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Supervisor Signature

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Date