

Job Title	Bilingual Crime Victims Clinician
Employer/ Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Job Description	<p>The <u>Counseling Services</u> at Catholic Charities of the Archdiocese of Galveston-Houston is seeking a highly qualified Bilingual Community Counselor for the Strengthening Families program.</p> <p>The Bilingual Clinician works as part of the Community Counseling Program with a focus on serving victims of crime. This professional is responsible for providing direct clinical services in English and Spanish. Direct care responsibilities include providing clinical assessments, counseling, presentations and workshops. The Bilingual Clinician will also participate in internal agency collaborations as well as community outreach functions and may be assigned to mentor interns/students.</p> <p>PRINCIPAL DUTIES</p> <ul style="list-style-type: none"> • Utilizes clinical skills, including screening, assessment, diagnosis and service planning to provide appropriate treatment to individuals, couples, families and groups in an outpatient counseling setting. • Provides workshops and presentations within the agency and in the community. • Manages critical case issues to ensure the safety and well-being of clients. • Participates in and executes abuse risk management responsibilities to ensure the safety of clients, including follow-through with reporting and safety planning practices. • Completes paperwork within required time frames including, assessments, service plans, progress notes, quarterly reviews, closing summaries, etc. • Maintains records in accordance with regulatory/agency standards. • Enters data in a clear, accurate, and timely manner. Also, promptly submits documentation needed for the tracking of output/outcome measures. • Maintains professional licensing requirements. • Participates in interagency and community networking and program promotion opportunities. • Contributes to the development of strong interagency partnerships by serving clients referred by fellow agency programs and regularly communicating with client case managers and other staff to provide effective treatment. Collaboration in service of crime victims will include communication with the agency's legal department and basic needs programs. • Proactively seeks ways to grow and enhance program services by networking with potential community partners. • Understands that he/she is a mandated reporter, and as such, must look out for the safety and wellbeing of children and vulnerable adults in care by reporting any suspected or witnessed abuse or neglect to the Counseling Services Director, the Director of Quality Assurance, and to the appropriate DFPS Hotline. • Performs other duties as assigned.
Qualifications	<p>MINIMUM EDUCATION REQUIREMENTS</p> <ul style="list-style-type: none"> • Master's degree in mental health field, (Social Work, Counseling, or Marriage & Family Therapy). • Licensed by the State of Texas (LCSW, LMSW, LPC, LPC-Intern or LMFT, LMFT Associate) and in good standing with the respective board.

MINIMUM SKILLS AND EXPERIENCE REQUIREMENTS

- Three to five years of experience providing direct clinical services, including psycho-social assessments, service planning, and regular therapy notes in English and Spanish.
- Comfort and experience serving individuals, families, children, and groups.
- Experience providing treatment that is trauma informed and sensitive to diverse populations.
- Public speaking ability, including the ability to provide presentations and workshops to large audiences.
- Strong verbal and written communication skills.
- Ability to work under pressure and manage multiple deadlines concurrently.
- Ability to properly handle and maintain confidential information.
- Ability to interact with peers, supervisors, and administrators in a respectful and professional manner.
- Ability to work well within a team and provide services with an integrated approach.
- Approaches challenges with a solution-focused approach and maintains a positive attitude.
- Ability to gather, track, and report large quantities of data; must be well organized and timely.
- Knowledge and experience with Word and Excel spreadsheet and word processing programs.
- Experience and comfort managing situations requiring crisis response and reporting.

OTHER REQUIREMENTS

- Must have reliable transportation, valid Texas driver's license and valid vehicle insurance
- Position requires driving in personal vehicle and/or Agency vehicle to include freeways and highways to satellite offices, trainings, and offsite meetings and events, throughout the 10 counties Catholic Charities serves from Galveston to Richmond and surrounding towns as needed.
- Must be able to work on a flexible schedule as needed to meet work, program and project deadlines.

Salary/Hours	\$60,000 Full Time
Employer/Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Address	2615 Fannin St @ McGowen
City, State, Zip	Houston, TX 77006
Contact Person	Lidija Zapata
Contact Title	Recruiter
Telephone Number	(713) 526 - 4611

Fax Number	(713) 874 – 6787
Email Address	hrrecruiting@catholiccharities.org
Application Method	Apply directly through link provided below: http://chk.tbe.taleo.net/chk05/ats/careers/requisition.jsp?org=CATHOLICCHARITIES2&cs=1&rid=811
Opening Date	1/18/18

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