

JOB SUMMARY

Performs individual, marital, couples, group, and crisis intervention counseling to those experiencing difficulties with addictions, substance abuse, family, parenting, marital problems, stress management, self-esteem and aging; to promote optimum mental and emotional health. Work is performed under general supervision and in accordance with the Policies & Procedures of Brighter & Brighter PLLC.

Reports to: Licensed Professional Counselor – Supervisor

Directly Managed by: Chief Operations Officer/Director of Operations

PRINCIPAL DUTIES AND RESPONSIBILITIES

- ❖ Completes comprehensive assessment within program guidelines and formulates a diagnostic impression by conducting client and /family interviews and identifying strengths, weakness, problems, and needs, for the development of a treatment plan;
- ❖ Prepares individualized treatment plan, in accordance with established standards and deadlines, consistent with assessment and in conjunction with clients and supervisor, to include goals, intervention, necessary support or referral service. Evaluates client response to treatment and modifies treatment plan or recommends treatment extensions as circumstances require;
- ❖ Develops clients discharge plans which integrate aftercare treatment and utilization of appropriate referral resources. Coordinates discharges with court officers, social service agencies, or community organizations as appropriate or required;
- ❖ Conducts individual counseling sessions with clients in accordance with treatment plan, or as necessary for crises intervention; provides clients with feedback support or encouragement or to address behaviors and attitudes, or family, social or personal problems;
- ❖ Prepares and conducts group counseling utilizing Cognitive Behavioral Therapy (CBT);
- ❖ Facilitates discussion and interaction and enables group members to understand and accept responsibility for recovery process and acquire necessary coping and behavior management skills;
- ❖ Prepares and conducts educational program and lectures on scheduled topics related to relapse prevention, life skills, problem solving, anger management, domestic violence and so forth;
- ❖ Documents treatment plans, narratives progress notes intervention treatment evaluations, discharge summaries, treatment plan reviews, and so forth; and maintains clients records and charts in accordance with organizational regulatory accreditations and contractual standards;
- ❖ Maintains regular communication verbally and in written form with client family members or guardian, probation officers, case workers, court offices, insurance providers, and so forth to relay reports and other information for the continuity of care;
- ❖ Attends job specific trainings sessions offered within and outside of organization to enhance job skills and knowledge;

- ❖ May be required to administer and conduct drug screenings as needed, on a case by case basis.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED

- ❖ Knowledge of and proven ability to successfully work in 12 core function areas;
- ❖ Thorough understanding of the 12-Step and Relapse models;
- ❖ Knowledge of Social Learning Theory, Cognitive Restructuring, and/or Therapeutic Community Model;
- ❖ Working understanding of the unique needs/dynamics of the client population;
- ❖ Possess excellent writing skills;
- ❖ Willingness to work with a treatment team approach;
- ❖ Ability to communicate effectively with treatment staff;
- ❖ Ability to liaison with staff of referring agency;
- ❖ Understanding of the requirements of supervision, including meeting individual and program goals, working with different counselor styles, initiating and completing the disciplinary process (as necessary), organizing treatment efforts/treatment delivery;
- ❖ Staff must be trained certified in: Cardio Pulmonary Resuscitation (CPR) and First Aid.

REQUIRED QUALIFICATIONS

- ❖ Master's Degree in Counseling or Clinical Psychology or a related field of study.
- ❖ Must be currently licensed in the state of Texas as a Licensed Professional Counselor (LPC) or currently licensed as an LPC in the state in which currently employed and/or licensed in Texas as an LPC within 12 months of the start of employment.

EXPERIENCE

- ❖ Completion of degree and all post-degree supervision for licensure. Prefer at least two years of post-degree experience.

PHYSICAL DEMANDS

- ❖ While performing the duties of this job, the counselor must have the ability to occasionally lift and/or move up to 25 pounds. May be required to sit for long periods of time.

Brighter & Brighter, PLLC. is committed to equal opportunity in employment and does not discriminate on the basis of race, color, religion, gender, sexual orientation, or ethnic origin, age, veteran's status, or against qualified disabled persons.

All positions at Brighter & Brighter are deemed security sensitive requiring background checks. The job description does not constitute a contractual agreement between Brighter & Brighter and its' job applicants. Any information in this description is subject to change as the needs and requirements of the job change.