



Hours: Monday – Thursday

Status: Full Time

Reports to: Behavioral Health Director

• **Duties, Functions and Responsibilities:**

- Conduct initial interview/intake and needs assessment for program participants.
- Provide individual therapy and group counseling to program participants.
- Provide initial mental health assessments and document eligibility for programs.
- Assist clients in addressing addictive disorders, mood disorders, depression, suicidal ideations, domestic violence, issues of mental and emotional health, family, parenting, marital problems and gender issues.
- Effectively explain public social services programs and assist residents with the application and follow up to assure services are received.
- Create resident driven case plans in concert with residents that reflect the needs and desires of the resident.
- Responsible for intake paperwork, treatment plans, weekly case notes, monthly/quarterly progress reviews and discharge summaries.
- Organize and facilitate daily groups according to the group schedule. Maintain group log following the completion of the group.
- Attend weekly Treatment Team meetings.
- Report all program violations within 24 hours of incident.
- Provides crisis intervention as needed.
- Participate in multi-agency, multidisciplinary teams to report and review resident progress.
- Attends court hearings when necessary.
- Acts as a resource to other HELP departments (ie. When clients are in crisis)
- Assess and provide services clients in primary living environment.
- Work closely with the Homeless Services Director in order to provide a cohesive service plan for each individual client.
- Completion and maintenance of clinical records in accordance with HELP standards and protocols, entering data in HMIS and/or AVATAR for all clients immediately following assessment, or counseling session.
- Participate in multi-agency, multi-disciplinary teams to report and review client progress.

- Maintain clear boundaries with all clients and providers.

Qualifications, Education and/or Experience:

- Master's Degree in Social Work, Psychology, Marriage and Family or related field and 3 years experience.
- Must have current LCSW, LADC, LCADC, CPC or MFT license or internship, valid in the state of Nevada.
- Must pass a background check and pre-employment drug screening. Random drug screenings are performed.
- Must have a current NV driver's license and clean DMV record. Driver History Reports are required to be submitted on a quarterly basis.
- On call as scheduled to address crisis intervention.

If interested please send resume to Hlove@helpsonv.org