

❖ **Outpatient Therapists:**

Title: Therapist

Reports to: Clinical supervisor

**Education/
Experience:** Requires bachelor's degree in social work or equivalent human services field.

Minimum of two years of successful work experience with children.

Job summary: Provides quality, comprehensive services to all children, adolescents, and their families, whenever, wherever, and by whatever means best fits the individual child and family's situation to promote health, safety, maximum client growth, and community integration in accordance with MIFTC policies and federal, state, and other licensing, accreditation and regulatory agencies, standards and regulations.

Scheduling flexibility to work variable hours, which may include evenings and weekends, as necessary to meet contractual expectations for billable units and to carry out all other duties and responsibilities; maintain on call availability as needed to ensure timely and appropriate response to emergencies/crises of persons served.

Duties and responsibilities:

- Assesses, develops, utilizes and monitors clinical interventions for individuals, families served, consulting on a regular basis with supervisor to ensure the methodologies and techniques are consistent with MIFTC policies and procedures and appropriate to meet the needs of the clients served.
- Maintains average billables per month as specified in employee's contract.
- Completes required reports/work documents in timely manner, according to supervisor directives and in compliance with MIFTC policies and procedures.
- Collaborates with referral sources on a regular basis.
- Adheres to mandatory reporter, confidentiality, and social work ethics guidelines.
- Participates as an MIFTC team member, facilitating cooperation and teamwork by:
 - Attending and participating in weekly group supervision meetings as scheduled, as well as work unit and MIFTC staff meetings; offering/receiving information, constructive assessments, feedback and suggestions pertinent to improving/maintaining effective services and MIFTC operations.
 - Remaining abreast of and acting on information posted/relayed in work unit and MIFTC.
- Participate in client related court proceedings, staffings, meetings.
- Participate in team, supervision, case consultation and trainings.
- Provide link between skills group and individual/family skill development, when applicable, assisting with utilizing skills on an individual and family basis.

- Consistent communication with treatment team, foster parents, schools, parents/guardians, doctors, referring worker, other professionals.
- Create and self manage time, organization, schedule to meet client needs, duties, and responsibilities.

Other related duties:

- May engage in research.
- May participate in committees on temporary basis.
- May participate in special projects.
- Performs other duties as assigned by supervisor/administrator.
- Demonstrate knowledge of theories, methodologies, techniques and federal and state laws pertinent to child welfare issues and clinical interventions as well as knowledge in these areas:
- Guidelines for mandatory reporters, ethics for Iowa social workers, and confidentiality.
- Computer word processing skills.
- Principles and methods of data collection, record keeping, and report preparation, proper English usage, grammar, punctuation and spelling.
- Provide appropriate individualized assessments, interventions, and methodologies consistent with MIFTC mission, policies, procedures, directives and expectations to promote the health, safety, maximum growth, and community integration for each client.
- Work independently, managing time effectively to maintain contractual expectations for billable units, to complete case notes and reports/work documents in timely manner, and to fulfill all other responsibilities.
- Demonstrate strong interpersonal skills.
- Demonstrate understanding of importance of empowering families and the value of family centered services.
- Demonstrate the ability to assess child and family safety and a commitment to family stability.
- Demonstrate cultural awareness and competence, commitment to empowerment of families and willingness to work in a high demand work situation that requires flexibility and innovativeness.
- Read and write reports, work documents using proper format and English usage.
- Maintain effective audiovisual discrimination and perception for: reading, writing, operating assigned equipment/vehicles, organizing and processing work.
- Speak to persons served, their families and staff clearly with poise and confidence, using correct English, acquiring alternative communication skills as needed to speak with persons served.
- Market MIFTC services to referral sources; develop and nurture appropriate relationships with referral personnel.
- Accept feedback, direction, and training from supervisor, taking responsibility or setting up and following through with meetings on a regular basis.