



Job Description

Job Title:	Therapist/Supervisor	FLSA Status:	Non-Exempt, Hourly
Program:	Foster & Adoption	Reports To:	Foster & Adoption Director
Position Type:	Regular Full-Time	Supervises:	N/A

Summary

The Foster & Adoption Therapist/Supervisor is responsible for providing therapy services to identified children and families within the Foster & Adoption Program. The Therapist/Supervisor is also responsible for providing case management services to the families and children on his/her caseload, including supervising prospective foster families in obtaining necessary certification and crisis intervention for foster parents and children. The Therapist/Supervisor will ensure individual compliance with all applicable state regulatory and contract requirement, as well as organizational policies, procedures and practices.

Essential Job Functions & Expectations

Roles and Responsibilities (see Practice Guide for more information)

- Provides therapeutic services to children and families
- Visits foster and adoptive homes at least monthly and communicates with families as needed for support services
- Ensures that foster and adoptive families and children are aware of upcoming due dates
- Completes and files necessary paperwork in a timely manner
- Ensures organization compliance with all applicable licensing standards
- Operates at all times within the boundaries of the organization's policies, procedures and practices

Required Knowledge, Skills and Abilities

- Ability to effectively resolve problems or issues using judgment that is consistent with standards, policies, procedures, regulation and/or government law
- Strong attention to detail, efficient time-management skills
- Knowledge of applicable Licensing and Program standards
- Ability to interface with all levels of the organization, as well as doctors, caseworkers, families and court officials
- Demonstrates rapport and psychological sensitivity towards the children and families in the program
- Possesses effective analytical skills
- Ability to manage stress with multiple competing priorities
- Ability to effectively use organization's computer systems
- Skilled in verbal and written communications
- Possesses integrity and compliance – can be relied upon to act ethically
- Demonstrates cultural and linguistic competence
- Exhibits professional work habits and dress

Required Qualifications and Education

- Master's degree in behavioral sciences: LCSW or LPC licensure preferred; must have a minimum of LMSW or LPCi and have the ability to obtain full licensure within 3-6 month time frame
- Training in Play Therapy
- At least one (1) year of related experience working with children in foster care
- Experience in formulating service plans and goals, implementing them and carrying them out
- Must meet personnel requirements as outlined by the Texas Department of Family and Protective Services Minimum Standards for Residential Operations
- Have a valid driver's license and less than 2 moving violations and/or 1 accident within the past 3 years
- Must have and maintain current auto liability insurance
- Must have had an examination for tuberculosis within the 12 months prior to employment

Preferred Qualifications and Education

- Previous training in TBRI®
- At least one (2) years of related experience working with children in foster care
- Play Therapy Certification

Essential Physical Requirements/Working Conditions

Subject to both inside and outside environmental conditions. Must be able to lift and/or exert up to 40 pounds of force occasionally, and/or up to 25 pounds of force frequently. Position frequently involves walking, standing, sitting, stooping,

lifting, reaching, kneeling, crouching, speaking and repetitive motion. Position may occasionally involve running, climbing, balancing and crawling. Must have close visual acuity (corrected or uncorrected) so as to perform reading and transcription; perform visual inspections; operate a motor vehicle. Must be able to hear so as to receive detailed information through oral communication; receive information through electronic, telephone and/or radio frequency; respond quickly to emergency support requests.

Equal Employment Opportunity Statement

Diversity creates a healthier environment: equal opportunity employer. We strictly prohibit unlawful discrimination during recruitment, hiring, compensation, promotion or any other condition of employment, on the basis of race, color, creed, ancestry, national or ethnic origin, religion or belief, sex (including pregnancy), sexual orientation, gender identity or expression, marital status, disability, age, past, present or prospective military service, medical history or genetic information, socio-economic circumstance or any other characteristics protected by law. We maintain a drug-free and alcohol-free workplace.

Disclaimer

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time, with or without notice.

Job Title:	Therapist/Supervisor Manager		
Last Updated By:	Megan Zellner, Program Director	Date:	03/27/19
Reviewed By:	Megan Zellner, Program Director	Date:	03/27/19
Approved By:	Darcie DeShazo, Executive Director	Date:	
Employee Signature:		Date:	