**National Children's Advocacy Center**

**Job Description**

**Job Title:** Therapist

**Department:** Intervention and Clinical Department

**Reports To:** Intervention and Clinical Supervisor and Director

**Summary:**  Provides quality intervention services to child victims or alleged victims of child abuse at the National Children’s Advocacy Center (NCAC) in Huntsville, Alabama. Works collaboratively with Child Forensic Interview Specialists, Family/Victim Advocates, and Medical staff as well as NCAC’s partners on the Multi-Disciplinary Team (MDT) including Department of Human Resources, law enforcement and District Attorney’s office. NCAC serves a diverse client base and highly values diverse, qualified candidates and staff. Experienced therapists who are fluent in English and Spanish are encouraged to apply. Flexibility to work some late afternoon and early evening hours is required.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

* Provide quality, research-based mental health services that meet appropriate standards of practice including Trauma-Focused Cognitive Behavior Therapy and Parent-Child Interaction Therapy.
* Facilitate group therapy for victims of child abuse if needed.
* Keep and maintain accurate and current files on clients.
* Participate in Clinical Supervision, including reflective supervision, and Clinical Planning.
* Attend MDT meetings and participate in case reviews.
* Collaborate with MDT members to provide optimal services.
* Consult with attorneys, teachers, school counselors, GALs, CAJAs, DHR workers, law enforcement officers, and others when necessary.
* Provide appropriate referrals.
* Continuously engage in knowledge and skill development, including current research in the field of child abuse.
* Maintain professional license through ongoing and relevant continuing education with focus on evidence-based treatment models.
* Meet service-related outcome measurements and provide appropriate data when requested and as required by funding sources.
* Maintain accurate and timely grant, payroll and other records.

**Additional Duties and Responsibilities**

Participate in agency projects and events and meetings.

Assist in research projects, grant writing, and development of forms and procedures.

Serve on committees as needed and at the request of the Intervention and Clinical Director.

**Education and/or Experience**

Master's degree in a mental health/social services field.

License in Counseling, Social Work, or other mental health field preferred. License eligible required.

Experience providing therapy to children is required with a minimum of two years of paid work experience providing therapy to children strongly preferred.

Experience working with children ages 2-18.

Experience with and knowledge of the field of child maltreatment.

**Knowledge, Skills and Abilities**

Ability to relate to individuals, groups, and diverse cultural backgrounds in an empathetic, non-judgmental manner; possessing maximum insight and awareness to be confident in the role, with knowledge of personal and professional capabilities and limitations.

Knowledge of the impact and dynamics of child sexual and physical violence and the trauma symptomatology of child victims. This includes utilizing DSM 5 for diagnosis and treatment.

Knowledge of group process and the ability to lead and/or organize as facilitator a variety of evidenced based group formats/models for diverse ages.

Ability to maintain confidentiality.

Knowledgeable in the areas of child development, dynamics of child abuse, impact of trauma, memory and suggestibility, and forensic questioning strategies and techniques.

Ability and willingness to occasionally work non-standard hours including more than a 40 hour week if needed to accomplish the job and availability to work flexible hours including some evening hours.

Ability to read, write, and speak English. Bilingual in Spanish a strong preference.

**Computer Skills**

To perform this job successfully, an individual should have average computer skills to type case notes and utilize various department software.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk, and/or hear. The employee is occasionally required to reach with hands and arms, stoop, kneel, crouch, or crawl. The employee is regularly required to stand and walk. The employee must regularly lift and/or move up to 10 pounds.

**Competencies**

To perform the job successfully, an individual should demonstrate the following competencies:

Interpersonal Skills - Maintains confidentiality; Keeps emotions under control; Remains open to others' ideas and tries new things

Oral Communication - Speaks clearly and persuasively in positive or negative situations; Listens and gets clarification; Responds well to questions; Demonstrates group presentation skills; Participates in meetings

Written Communication - Writes clearly and informatively; Edits work for spelling and grammar; Able to read and interpret written information

Teamwork - Balances team and individual responsibilities; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Supports everyone's efforts to succeed

Ethics - Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values

Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time; Supports organization's goals and values; Benefits organization through outside activities; Supports affirmative action and respects diversity

Judgment - Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions

Motivation - Sets and achieves challenging goals; Measures self against standard of excellence

Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Sets goals and objectives; Develops realistic action plans

Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality

Adaptability - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events

Attendance/Punctuality - Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time

Dependability - Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan

Initiative - Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Looks for and takes advantage of opportunities; Asks for and offers help when needed