

Title:	Part-time Clinician	Ministry or Department:	NFCC
Job Status:	Part-time	Supervisor:	Clinical Director
Job Group:	Group 1	Scheduled Weekly Hours:	20-27
FLSA Status:	Non-Exempt	Clergy Position:	No

Mission of the Position

The mission of the Clinician is to provide responsible and professional clinical treatment to clients and families consistent with the mission and goals of the NFCC. Clinicians provide direct client care in intakes, ongoing counseling to individual clients/couples/families, and referrals when needed. Clinicians are required to meet established administrative requirements and to actively participate as a team leader and member in a positive, collaborative and productive manner.

Essential Duties

1. Thorough knowledge and practice of applicable ethics codes, HIPAA procedures, and best-practices for client care—including but not limited to limits of confidentiality, reporting, boundaries, and appropriate therapeutic interventions
2. Ability to provide client-centered, high quality, appropriate and spiritually and culturally sensitive therapeutic services
3. Demonstrate skill in writing and understanding clinical progress notes and treatment planning
4. Maintain and complete all client progress notes and related paperwork in a timely manner (30 days)
5. Attend a variety of meetings, trainings, and seminars that may include staff and departmental meetings, clinical case meetings, and trainings
6. Coordinate and communicate with Clinical Director on events and job responsibilities on a regular basis. Meet in person, individually with Clinical Director on a monthly basis
7. Demonstrate ability to provide basic case conceptualization and treatment planning/implementation with respect to mental health services
8. Demonstrate knowledge and application of DSM-5-TR
9. Directly participate in a minimum of 1 fundraising volunteer event for NFCC throughout the calendar year for a minimum of 1hrs
10. Engage with a minimum of 2 community outreach hours (public speaking, written articles, representing NFCC at resource fairs, etc) every 12 months
11. Attend mandatory, monthly Clinical Team Consultation (1hr, one time a month)

Additional Responsibilities

12. Other duties as assigned

Supervisory Responsibilities

- None

Competencies

Education/Licenses:

- Minimum of Master's level education and a licensed clinician in the state of Texas—LPC, LMFT, LCSW (fully licensed and associate level licensures)
- Licensure by either Texas State Board of Examiners of Professional Counselors, Texas State Board of Examiners of Marriage and Family Therapists, or Texas State Board of Social Work Examiners and adherence to all appropriate professional legal and ethical standards

Experience:

- Associate level- minimum of 1-year direct work with clients
- Fully licensed level- minimum of 3 years of direct work with clients

Talents:

- Must have excellent organizational, analytical, communications, and counseling skills.
- Must be able to influence people in a positive manner, prioritize responsibilities, and build rapport with a wide variety of individuals
- Excellent verbal and written communication skills

Employee Acknowledgment

My signature below acknowledges that I have received, read and understand this job description, and that I am expected to consistently demonstrate the primary job duties, additional responsibilities and core competencies of the position with or without reasonable accommodation. Furthermore, I acknowledge that I may be expected to perform additional tasks and projects as assigned, and I agree to perform such tasks and projects, along with the primary duties of my job, in accordance with the performance standards and expectations set forth by the company.

Employee Name (Printed)

Employee Signature

Date

Supervisor Signature

Date