



Position Title: Mental Health Provider & Prevention Coordinator
Position Status: Salaried/Exempt
Reports To: Executive Director

Position Summary:

To provide crisis counseling, mental health assessment, ongoing trauma focused treatment and referral as necessary for River Bridge Regional Center (RBRC) clients and their non-offending family members. Assists in identifying the needs of a family and coordinates with Family Advocates to enhance family's access to community resources and ongoing support as needed. To coordinate research supported child abuse prevention education, training, and community awareness program for RBRC.

Essential Responsibilities:

- While performing the responsibilities of the job, the employee is required to talk and listen. The employee is often required to sit and use their hands and fingers, to handle or feel. The employee is occasionally required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch or crawl. Vision abilities required by this job include close and mid-range vision.
- The responsibilities of this position include the ability to listen to traumatic events and process this information with appropriate boundaries and self-care.
- Performs other related duties as assigned.

Mental Health Program:

- Schedules, coordinates, and administers standardized evidence based mental health assessments of child/adolescent/vulnerable adult abuse victims who have been referred to RBRC.
- Meet with referred caregivers to discuss treatment options & explain the intervention process.
- Provide on-site clinical services for child victims of abuse and neglect and their non-offending family members.
- Inputs and maintains data on mental health services and referrals provided in the RBRC database.
- Participates in case review for all the counties in the RBRC service areas and provides verbal updates pertaining to mental health for case review information with multi-disciplinary team members.
- Remains current on research involving trauma focused mental health treatment.
- Participates in monthly mental health consult groups and provides leadership, feedback and support to a local team mental health therapists.
- Consults with members of a multi-disciplinary team as requested or deemed necessary

- Provides community education and awareness about child abuse and evidenced based mental health treatment.

Prevention Program

- Coordinates with community child abuse prevention programs throughout the RBRC service area.
- Conducts and participates in a community assessment of current prevention activities and programs throughout the services area.
- Complete facilitator training for child abuse prevention which will provide a community based/parent education program.
- Regularly hold outreach and awareness activities designed to prevent child abuse, increase awareness, and increase reporting of abuse.

Minimum Requirements:

- Required: master’s degree or working towards master’s degree in social services or another related field **and** eligible for licensure.
- License Professional Counselor (LPC), Licensed Clinical Social Worker (LCSW), Licensed marriage and family therapist (LMFT) or working toward licensure.
- Preferred: 3-5 years’ experience working in a multi-disciplinary environment with Child Protective Services, Law Enforcement, and other human services related disciplines.
- Ability to communicate effectively with children and adolescents, ranging in ages 2 through 17, to solicit sensitive case information pertaining to abuse and/or witness accounts of abuse.
- Academic training or practical experience in and knowledge of developmental stages of children and the dynamics and effects of intra and extra familial child abuse.
- Familiarity with and a disposition toward the multi-disciplinary team approach regarding the investigation and prosecution of child abuse cases.
- Ability to testify effectively in civil, criminal proceedings and depositions.
- Ability to communicate effectively in writing and orally to a variety of individuals and groups.
- Experience with public speaking and conducting and leading meetings.
- Proficient in Microsoft Word, Publisher, Excel, and PowerPoint. Proficient in the use of Dropbox, Google Platform and Zoom.

Employee Acknowledgement:

I have read and understand the duties and responsibilities as outlined in this job description.

Print Name

Signature

Date