

HOLY FAMILY INSTITUTE

Full-time Therapists-

Allegheny County areas

SHORES PROGRAM

Employer: Holy Family Institute

Reports to: Clinical Supervisor

Hours: Full-time Monday-Friday; must show flexibility in scheduling to satisfy the needs of the clients. Must have evening availability 1-2 days per week.

General Statement of Duties: Provide outpatient level counseling services to clients with substance use and co-occurring disorders in their home and school settings.

Essential Functions:

1. Promote the philosophy and mission of HFI in the provision of services.
2. Carry a caseload of clients seen for sessions in home and school settings.
3. Provide both individual and family therapy sessions.
4. Conduct biopsychosocial assessments for new clients.
5. Develop and implement treatment plans with clients using a Motivational Interviewing approach.
6. Maintain required direct service hours for clients on assigned caseload.
7. Document all activities in the electronic health record within the required timeframes.
8. Provide substance use disorder and other mental health information to staff of agencies/schools as needed.
9. Assure the completion of the treatment discharge process.
10. Participate in on-going program development and quality assurance.
11. Develop and increase personal skills in providing counseling services to clients and families.

Minimum Qualifications: New graduates are strongly encouraged to apply!! Licensure supervision for LPC/LCSW is available as a benefit of employment. Master's Degree in counseling, social work, psychology or closely-related, state-approved field of study required. Knowledge of substance use disorders and other mental health disorders, child development, family dynamics, and a minimum of 1 year experience in counseling required (a master's level clinical internship is acceptable to meet this requirement). Must be willing to work towards full PCB Certification as a Certified Advanced Alcohol and Drug Counselor during first year of employment. Must have a current, valid PA driver's license and current Act 33/34 and FBI clearances. Additionally, must have a reliable vehicle to use during work hours and be capable of visiting families in their homes and community settings. EOE

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www.hfi-pgh.org/careers