

**SUNRISE CHILDREN'S SERVICES
JOB POSTING**

LOCATION: CAP
CONTACT: Darren Neal

DATE POSTED: 04/13/2018
POST UNTIL: 04/27/2018

JOB TITLE: Residential Therapist/Manager

DIVISION: Residential Services

REPORTS TO: Treatment Director

GRADE: F (Exempt) **EEO:** 2

Effective Date: 11/01/12

PRIMARY FUNCTION & SCOPE OF SERVICE: Provides counseling, case management and treatment interventions (and/or make appropriate referrals for services) for clients and their families. Manages the daily operation of the cottage or cabin to include personnel management of direct care staff.

KEY RESPONSIBILITIES & DUTIES: The responsibilities and duties for this position include, but are not limited to the following:

- Provides individual, family and group counseling (and/or refers for services) as well as case management for residents consistent with treatment plan and program goals.
- Leads the treatment team in the development and implementation of an individualized treatment plan for each resident. Provides relevant information to direct care staff to allow appropriate behavior interventions.
- Coordinates the intake and discharge process for clients. Orients clients to program.
- Serves as the agency representative with the client's custody holder regarding treatment, progress, critical incidents and other information pertinent to the placement, care and discharge of the resident.
- Ensures that youth live in a safe environment and are supervised according to agency policies, licensing and accreditation standards by managing the daily operation of the cottage or living unit./
- Manages personnel including recruitment, hiring, orientation, training, supervision, and evaluation of direct care staff
- Exhibits professionalism and positive role modeling for clients, peers and outside groups/visitors.
- Maintains confidentiality of client's protected health information and complies with the HIPAA privacy rule.
- Ensures own professional growth and development.
- Ensures that required documentation and paperwork is completed according to agency standards and requirements.
- Provide 24 hour a day, on-call coverage.
- Other duties as assigned

QUALIFICATIONS

- **Interpersonal Skills:** Good oral and basic written communication ability and the ability to communicate effectively with the public and with co-workers.
- **Education:** Master's degree in social work or human services field. Must be a licensed counselor, therapist, or social worker. LPCA and CSW may be considered if proper supervision is available from a licensed individual.
- **Experience:** More than two years experience with documented competency in the provision of counseling to adolescents.
- **Skill:** Understands and applies basic child and adolescent development principles. Must be able to plan, develop, communicate and implement specific treatment plans for clients in care. Knowledge of standardized, but moderately complex policies, procedures and/or operations/programs requiring training and experience. Ability to organize moderately complex tasks and analyze complex issues
- **Creativity:** Ability to generate imaginative work or ideas which affect moderately complex activities within his/her work group, programs or department; and the ability to conceptualize the implementation thereof.
- **Responsibility:** Significant impact on quality and efficiency of services or operation of agency or revenues/expenses. Permitted to make decisions on moderately complex problems/issues. Many people at this level are on call 24 hours a day, 7 days a week.
- **Supervision:** As many as 7-10 full and special direct care staff and a lead direct care counselor.
- **Other:** Must be able to travel; ability to drive unassisted statewide is required as necessary. Must be capable of physically restraining youths up to 19 years of age.

PHYSICAL DEMANDS: While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee is frequently required to sit and use hands to finger, handle or feel objects or tools; and to reach with hands and arms.

I have reviewed, understand and have received a copy of the job description.

Employee Name (please print)

Date Signed

Employee Signature