

Tierra Nueva Counseling Center, LLC
Part-Time Licensed Professional Therapist

JOB DESCRIPTION

REPORTS TO: Clinical Director of TNCC

SALARY: 25.00-30.00 per hour, non-exempt DOE (Spanish Speaking differential will be added for bilingual practitioners)

TYPE OF POSITION: 24 hours a week

WORK SCHEDULE: Must be willing to work at least one evening and or Saturday per week

DUTIES AND RESPONSIBILITIES

- Follow guidelines and protocols as described in the TNCC Policy & Procedure Manual and Staff Handbook.
- Conduct biopsychosocial and diagnostic assessments, treatment plans, and other necessary documentation in a timely, thorough, and professional manner that meets the standard of care
- Provide individual, family, group and/or couples therapy to assigned clients
- Assess client progress, coordinate care with other providers when appropriate, and make community referrals as needed
- Record and maintain adequate electronic health records in a timely manner.
- Use only assigned SWC email account and assigned soft phones for all work-related duties.
- Attend weekly individual/group supervision with clinical director
- Attends staff meetings for professional development, training, and continuous quality improvement and policy review

QUALIFICATIONS:

- Master's in Counseling, Art Therapy, Social Work, or the equivalent
- Must have independent license in the State of New Mexico LPCC, LCSW or the equivalent
- Must have knowledge and experience with adults, couples, children, and families.
- Bilingual (English Spanish) preferred
- Training in Evidence Based Programs (EBP—EMDR, MI, Seeking Safety, Brain spotting, DBT) preferred
- Must hold and maintain individual professional liability insurance with minimum limits of \$1 million/\$3 million.
- Must be able to bill Medicaid
- Strong interpersonal skills and ability to work as part of a team.
- Ability to work with culturally diverse students, staff, and clients
- Proficient with case documentation and electronic health record-keeping
- Positive and compassionate attitude
- Complete a criminal record / fingerprint check
- Must be proficient in telehealth and EHR

I have reviewed this job description and am able to fulfill all tasks and duties included in this job description.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____