

JOB DESCRIPTION: Neighborhood Healing Network Group Facilitator

FTE: 1.0

General Responsibilities

Responsible for developing and providing group services, supportive and therapeutic, to agency clients as needed within the Neighbor Healing Network (NHN). Will also maintain a small caseload of individual and family counseling clients from the Crime Victim Center (CVC) and NHN. Under supervision and direction of the Director of Clinical Services.

Trauma-Focused Services

- Responsible for providing trauma-informed counseling services (normally 8-12 sessions, once per week for 50 minutes unless otherwise deemed necessary) for individuals who are victims of crime and are in need of emotional/psychological support through the NHN and CVC.
- Responsible for developing and facilitating groups, both supportive and therapeutic, for NHN and CVC clients. Groups may be in-person or virtual, depending on the needs of the public.
- Responsible for documenting services delivered in the client database on the same day of service in the format prescribed by agency policy. All documentation, whether electronic or hard copy, will be kept in the strictest confidence in accordance with all federal, state, and local laws.
- Responsible for producing and maintaining statistics regarding the provision of services and those participating to the Director of Clinical Services.
- Perform other job-related duties as assigned.

Professional Development

- Attends seminars, workshops, and training sessions to keep abreast of developments in the field of trauma- focused counseling and mental health or crisis response care and to maintain professional certification.
- Reads articles, reports, and books relevant to victim services and related research and/or legislation.

Employment Standards

- Master's degree in Counseling, Psychology, Psychiatry, Social Work or highly related field.
- Licensed Professional Counselor or Licensed Clinical Social Work by the State of Missouri preferred. Provisional License accepted.
- Experience working with victims of crime is highly desirable and one must have a general knowledge of human behavior and social systems with the ability to establish and maintain helping relationships.
- Ability to respond effectively to people in crisis situations and to people of different ethnic backgrounds with dignity and respect.
- Excellent verbal and written skills, plus planning and organizational skills required.
- Ability to function effectively and efficiently in a high-crime area, while interfacing with other agencies and organizations.
- Excellent verbal and written skills, plus planning and organizational skills required.
- Must have own transportation, be willing to work some evening and weekend hours.

- Position requires a person who possesses a high degree of self-initiative, requiring a low level of direct supervision.

Fringe Benefits

- Annual leave, employer's share of FICA, unemployment and worker's compensation insurance; health insurance.
- Compensatory time in circumstances when excessive hours have been worked during one week, subject to approval by Executive Director

CVC is an equal opportunity employer.

Benefits:

- 401(k)
- Dental insurance
- Flexible schedule
- Health insurance
- Health savings account
- Paid time off
- Professional development assistance

Schedule:

- Monday to Friday

Ability to commute/relocate:

- St. Louis, MO: Reliably commute or planning to relocate before starting work (Required)

License/Certification:

- LPC, PLPC, LCSW, LMSW