



Job Description

POSITION TITLE: Victims of Child Abuse Treatment Specialist

CLASSIFICATION: Counselor-Full Time, 32 hours per week with benefits

POSITION SUMMARY – The Treatment Specialist is responsible for providing clinical assessment and intensive, specialized mental health treatment to child and adolescent victims of abuse and neglect. The Treatment Specialist will also provide counseling to family members of victims, as needed, to enhance the effectiveness of the treatment of the child/adolescent victim. The Treatment Specialist will coordinate service delivery with community agencies and conduct outreach presentations in the community.

POSITION QUALIFICATIONS –

1. Masters Degree in counseling, social work, or related field.
2. State licensure or license-eligibility in designated field.
3. Experience working with children, adolescents and families.
4. Knowledge of treatment needs of abused and neglected children.
5. Experience in interacting with the criminal justice system
6. Ability to conduct data collection and assist in preparation of written reports to funding sources.
7. Ability to organize time effectively and to meet assigned work demands.
8. Ability to evaluate one's own limitations, behaviors and biases and to manage own behavior constructively.
9. Ability and willingness to participate in on-going supervision and case consultation.
10. Ability to understand agency programs, policies, services, structures and their relationship to the staff, clients and community.
11. Current and valid driver's license and liability insurance.

TECHNICAL COMPETENCIES –

The Treatment Specialist will..

Clinical Services:

- Conduct clinical assessments of child and adolescent victims of child abuse/neglect referred for mental health services.
- Develop treatment plans based on assessment of clinical needs.
- Provide individual and/or family counseling to children/adolescent victims based on individual needs.
- Provide counseling to secondary victims as appropriate/needed.
- Conduct therapy groups, as needed.
- Coordinate services with referral sources and other involved parties as needed.
- Refer clients to in-house and community resources as needed.
- Provide reports to courts, testify in court, and collaborate with criminal justice agencies as these activities relate to providing mental health services for victims and families.
- Participate in agency evaluation data collection and analysis

Collaboration/Outreach:

- Establish and/or maintain relationships with local departments of social services, CASA, SARA, victim services, and other agencies serving child/adolescent victims of abuse/neglect.
- Attend and participate monthly meetings of the Multi-Disciplinary Team to coordinate referrals and services with social services and criminal justice system agencies.
- Participate in planning and implementation of local child abuse prevention activities.
- Provide outreach to local agencies and community groups about VOCA services.
- Provide educational presentations to local agencies on child abuse and neglect treatment/prevention.

CORE COMPETENCIES –

All CYFS Employees will...

Communication

- Maintain appropriate lines of communication within the agency.
- Develop and maintain working relationships with other community agencies in related fields.

- Provide clear and accurate information to potential clients, the community, other agencies and funding sources regarding the agency's function and current programs.
- Know and understand the agency's philosophy and mission.

Integrity

- Treat people in a caring and respectful fashion, mindful of individual, cultural and ethnic differences.
- Maintain appropriate professional boundaries with clients, colleagues and donors.
- Protect privacy and confidentiality of clients, colleagues and donors.
- Be respectful in verbal and written communication to and about clients and colleagues.

Planning/ Work Performance/Supervision/Enhancing Agency

- Set appropriate priorities and plan work systematically.
- Demonstrate problem solving, learn/use equipment/technology and use resources in a responsible manner.
- Report routinely to supervisor and utilize supervision to provide quality services.
- Adhere to the guidelines of the agency set forth in the Agency Manual (aka "Personnel Policies").
- Attend and participate in scheduled training seminars and on-going general agency staff and program team meetings.
- Perform basic administrative tasks, including reports and statistical summaries, and other duties, not listed here, deemed necessary for the well-being of the agency.

I have received and have had the opportunity to discuss the job description (above), copies of the performance evaluation form and an organizational chart for CYFS.

Printed Name

Signature

Date