

eliminating racism empowering women

ywca job description

YWCA of Kalamazoo
353 E. Michigan Ave.
Kalamazoo, MI 49007

T: 269-345-5595
F: 269-345-8230
hr@ywcakalamazoo.org
www.ywcakalamazoo.org

Position: Therapist

Department: Victim Services

Supervisor: Director of Therapy

Compensation Range: Professional Salary Scale, 60,000+

FLSA Status: Exempt; Full-time

Hours of Work: Flexible but responsive to crisis needs, may include evenings or weekends.

Application: Send resume to hr@ywcakalamazoo.org

MISSION STATEMENT:

Eliminate racism, empower women, and promote peace, justice, freedom and dignity for all.

PRIMARY FUNCTION: Assist primary/secondary victims/survivors of sexual assault in trauma resilience. Delivery of high quality emotional support/therapeutic services, crisis intervention, and advocacy services to victims/survivors.

QUALIFICATIONS:

1. Master's degree in counseling, psychology, or social work. Specific training child sexual abuse, trauma, or sexual assault is highly desired.
2. Working knowledge of crisis counseling needs, brief approaches to therapy, and trauma informed best practices.
3. One-two years (may include internships) of direct clinical experience.
4. Certification or licensure in the State of Michigan or eligibility thereof.
5. A demonstrated working knowledge of anti-oppression approaches to mental health.
6. A demonstrated working knowledge of best practices in trauma informed therapeutic modalities including the neuroscience of trauma and somatic modalities.
7. Demonstrated membership and involvement with professional associations.
8. The ability to communicate efficiently and professionally in written and oral formats.
9. Excellent interpersonal skills, with a willingness to work from a team perspective in treatment provision.
10. Ability to manage stressful situations.
11. Able to communicate with individuals from diverse cultures and backgrounds.
12. Able to learn and use technology and systems, including computer technology.

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

RESPONSIBILITIES:

1. Provides brief active crisis mental health support to clients.
2. Coordinates with agency staff to provide integrated care.
3. Provides direct emotional support and/or counseling to primary and secondary survivors, which includes but may not be limited to: assessment; individual or group emotional support and/or counseling; and information and referral.
4. Maintains up-to-date records of clients as prescribed by the agency, including but not limited to progress notes; quarterly reports; and assessment summaries.
5. Coordinates services with other referring agencies.
6. Conducts groups for survivors of violence

7. Makes referrals and advocates on the client's behalf for emergency and routine mental and physical health care.
8. Participates regularly in clinical supervision, which may include, but is not limited to: group consultation and individual supervision.
9. Participates in team and staff meetings.
10. Collaborates with and trains other YWCA and community agency staff to assure seamless service delivery to victims/survivors.
11. Advocates for the needs of victims/survivors through participation on task forces and other working groups, when needed, as approved by supervisor.
12. Maintains all necessary records, reports, and statistics.
13. Safeguards confidential information gained as a result of the job.
14. Complies with applicable local, state and federal licensing requirements/certification and/or regulations.
15. Completes and facilitates ethical risk assessment of individuals re: child/elder abuse; harm to self/other
16. As a YWCA employee, projects a positive image of the Association and its programs to the community, the Association and the program.
17. Work cooperatively with program participants, YWCA staff and volunteers.
18. Perform other duties as assigned.

WORKING CONDITIONS AND ESSENTIAL FUNCTIONS:

1. YWCA location
2. Off-site location
3. Potential outdoor events
4. Sitting, standing, kneeling, bending, some lifting
5. Frequently required to talk or hear
6. While performing the duties of this job, the noise level in the work environment is usually quiet
7. The employee must occasionally lift and /or move more than 10 pounds

TRAINING REQUIREMENTS:

1. Orientation to YWCA Personnel Policies, Mission, Purpose and One Imperative.
2. Racial Justice Training
3. Orientation to intimate partner violence, Sexual Assault, Human Trafficking, Confidentiality, Mandatory Reporting.
4. Other appropriate training and in-service which will occur during employment.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Equal Opportunity Employer

ACKNOWLEDGEMENT

I have read the foregoing job description and understand the responsibilities of the job. I agree that I am able to perform the essential duties of this position.

Employee Signature: _____ Date:

Supervisor Signature: _____ Date:

Vice President Signature: _____ Date:

CEO Signature: _____ Date:

HR Signature: _____ Date: