



**Position Title:** Therapist, Family/Adult

**Responsible To:** Clinical Site Supervisor

**Position Summary:**

Provident, Inc. is proud to meet its mission statement each and every day: "Helping individuals and families to a brighter future through counseling, crisis intervention and community support programs."

This therapist position will work alongside the Jefferson County Department of Health. You must have either your LPC, LCSW, or LMFT. Therapist will provide support and expertise in clinical therapeutic approach, with the commitment of helping our clients achieve their full potential. Therapist will provide direct counseling to clients both in an individual, family, or group therapy setting. Therapist are expected to complete assessments, treatment plans and other documentation for services rendered.

**Job Requirements and Qualifications:**

**Minimum Required Education:**

Masters of Social Work (MSW) or Masters of Counseling (MAC)

**Minimum Required Experience:**

3 years clinical therapy experience

**Required Licenses/Certifications:**

Licensure (LPC or LCSW) in state of Missouri is required.

**Other Skills Required:**

- Ability to work with a variety of clients who vary in age and in mental/behavioral health concerns
- Ability to effectively communicate information and ideas, both orally and in writing, with both clients, colleagues, grantors, funders, auditors and other collaborative agencies.
- Knowledge and understanding of clinical social work and mental health counseling principles, methods, procedures and standards. Ability to provide these services in an agency setting.
- Fully competent in interviewing, psychosocial assessment, diagnosis, clinical and documentation skills.
- Knowledge of crisis intervention techniques.
- Trained and knowledgeable in family therapy and behavioral issues.
- Ability to evaluate the progress of therapeutic plans and make individual modifications.
- Knowledge of community support services and resources.
- Knowledge of HIPAA and HITECH rules.
- Skilled in preparing and maintaining client documentation in an accurate and timely manner, in compliance with established audit and productivity standards.
- Skilled in using general office equipment, personal computers and medical records software used to document client treatment plans, progress and updates.
- Proficient in communicating effectively, both oral and written.
- Participate as a team member, collaborating with and providing excellent customer service to clients, funding sources, peers, other Provident employees, and other internal and external customers.
- Serve as a representative of Provident, displaying courtesy, tact, consideration and discretion in all interactions with Provident team members, clients, grantors, funders, auditors, and members of the general public.
- Knowledge of therapeutic processes

**Responsible To:**

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Therapist Jeff Co

Clinical Site Supervisor

**Fiscal Responsibilities:**

Responsible for meeting productivity standards for the position.

**Working Conditions / Environment:**

Full-time, with a schedule that could include working up to three evenings per week.

**Essential Duties and Responsibilities:**

- In a clinical non-profit agency setting, provides counseling to clients as appropriate to the situation and position; prepares treatment plans.
- Counsels clients in individual, couples, family or small group settings.
- Evaluates clients from a strength-based and client-focused perspective.
- Assesses client progress and modifies treatment plans accordingly; communicates with and counsels family members as appropriate.
- Completes specified client documentation in an accurate and timely manner, in compliance with established agency audit and productivity standards.
- Participate in promoting Provident's mission within the local community and creating awareness of the services Provident provides.
- Maintains a client case load consistent with agency requirements.
- Meets or exceeds productivity standards based on billable hours for the position.
- Meets or exceeds requirements in established agency Therapist Expectations procedures document.
- Participates and engages in supervision, staff and agency meetings.
- May need to work occasionally at different locations, based upon agency and client needs at various times.
- Participates, as requested, in agency-wide projects, planning, etc. Works collaboratively with others in a team setting, providing the best possible service not only to our clients but also our internal customers and colleagues.
- Maintains strict adherence to all agency procedures, regulatory standards and professional ethics.
- Obtain 15 annual hours of continuing education in applicable Counseling and Mental Health topics.
- Successful completion of six hours of Ethics training once every two years.
- Ability to administer, score, and interpret outcome measures to track clinical progress (BMS, PSC, BDI, et. al)
- Must possess and maintain active professional license in good standing.
- Effectively manage caseload, as evidenced by ability to accept additional clients, close inactive files in a timely manner, take adequate steps to avoid "client abandonment" and making attempts to re-engage clients who have been lax in attending.
- Correct and effective utilization of the appropriate Evidence Based Treatment Modalities indicated for adolescent and family populations, such as CBT, TFEBT, MI, DBT, EMDR and PCIT.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

**To apply, please send your resume and cover letter to:**

**Email:** [jobs@providentstl.org](mailto:jobs@providentstl.org)

**US Mail:** Provident, Inc.  
2650 Olive Street  
St. Louis, MO 63103  
Attn: Human Resources