Position: Behavioral Health Clinician (Prince George’s County, MD)
FLSA: Exempt
Reports to: Clinical Supervisor, LCSW-C

Licensed Professional Counselor (LPC/LCPC), Licensed Master Social Worker (LMSW), Licensed Marriage Family Therapist (LMFT), Clinical Professional Art Therapist or Clinical Psychologist

The Roberta’s House staff clinician provides therapeutic services to clients in the Behavioral Health (BH) Program. The position reports to the Program Director at Roberta’s House Prince George’s County Campus. The clinician provides outpatient mental health therapy services to clients suffering from mental disorders associated with victimology, homicide, or complicated grieving. They must have a consistently successful track record in counseling techniques, crisis intervention, program management, strong people skills, and a willingness to help others. Teletherapy and in-person sessions are appropriate for the position.

**MAJOR DUTIES**

- Administer diagnostic evaluations and provide individual and family counseling services and provide weekly in-person or telehealth therapy to assigned cases
- Experience in using case management databases or service file management
- Collaborate with the Prince George’s Program Director and Baltimore Behavioral Health Supervisor, ensuring compliance with the Maryland COMAR, Commission on Accreditation of Rehabilitation Facilities (CARF), and Medicare/Medicaid regulations and efficient billing
- Develop client treatment documentation in electronic health records within established timelines, sign all necessary documents (case management progress notes, etc.)
- Possess solid regulatory knowledge, including clinical protocols
- Use and stay abreast of the Diagnostic and Statistical Manual of Mental Disorders *Fifth Edition DSM-5.*
- Exceptional organizational skills and ability to deal with competing priorities, also strong reasoning and problem-solving ability
- Excellent communication (written and verbal) and presentation skills, along with leadership qualities
- Knowledge of pre and post-traumatic distress and victimization
- Collaborate with peers in other RH departments to identify creative and proactive strategies to reach new demographics and relevant services
- Participate in a group as well as individual client’s grief counseling services as required
- Ensure electronic and paper and clinical are maintained in a confidential file cabinet or in an encrypted electronic case file
- Prepare required employer forms and submit them to the Billing/Posting and Record Audit Clerk
- Serve as a presenter, webinar host, or expert at local and national conferences

SPECIALIZED KNOWLEDGE AND ABILITIES

- Applies mastery of clinical and programmatic principles, concepts, and laws in the field of therapy, and social work/human services
- Possess advanced training and credential in the area of group facilitation, such as case presentation, focus on holding the space that encourages self-reflection and self-regulation, both physical and emotional, observation of the staff member’s internal responses to the work, including parallels between what might be going on for the worker as well as how that might impact the staff and productivity
- Employ unique combinations of social, psychological, and demographic factors in each program area under the incumbent’s supervision may include voluminous data obtained in all forms of internal and external sources

SUPERVISION AND GUIDANCE

- The clinician is non-supervisory.. The staff clinician has the full scope of caseloads independently within a delegation of authority, allowing the incumbent to make case management decisions and implement approved policies, procedures, and widely accepted practices.

DATA CAPTURE

- The clinician adheres to standardized ensure case management protocols, uses Microsoft EXCEL and the RH Penelope System to collect and enter case data, monitors reports for accuracy and timeliness, and produces quality reports. They may recommend to the RH executive director strategies that are designed to increase the client acceptance rate and improve the retention rate inextricably linked to relevant data patterns. In addition, the clinician ensures appropriate notification of the BH Supervisor and RH executive leadership regarding program/staff/volunteer emergencies or crises.
PHYSICAL DEMANDS

The work is performed in an office setting, driving a private-owned vehicle, or attending community-related events that involve everyday risks or discomforts and require standard safety precautions.

GENERAL REQUIREMENTS

- Licensed Mental Counselor, Licensed Professional Counselor (LPC/LCPC), Licensed Marriage Family Therapist (LMFT), Licensed Master Social Worker (LMSW), or Clinical Psychologist
- Professional level of project management experience is a plus
- Knowledge of trauma-informed care modalities and community resources
- Commitment to collaborative decision-making and cooperative working relationships with RH staff and community partners
- Diligent, organized, accurate, and detail-oriented
- Experience working with or in the non-profit sector and ability to work a flexible schedule, including some evenings and Saturdays
- Valid driver’s license and reliable vehicle
- Proficient computer skills in Microsoft 365 suite and data management software
- Successful background check with no criminal record or history is a condition of employment

General Requirements

- A driver's license and a private vehicle are required.
- Successful completion of a background investigation
  - Must complete successful background inquiry, which may be required annually, or as requested
  - Ability to regularly work in an office environment or remotely perform work as scheduled; prolonged periods sitting at a desk and working on a computer and prolonged standing
  - Ability to work in extreme temperatures during agency-sponsored events
  - Must be able to lift 10 pounds
  - Travel required (25% or less) outside of the commuting area
  - Other duties, as assigned

The job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities required of the employee for this job. In addition, duties, obligations, and activities may change with or without notice.

Submit a resume and cover letter to the Director of Human Resources at info@insightconsultingassociates.com

Roberta's House is an equal opportunity employer regardless of race, national origin, sex, age, disability, veteran status, sexual orientation, gender identity, orientation, or other classification protected under the law.