



# Seattle Counseling Service

PROUDLY SERVING THE LGBT COMMUNITY SINCE 1969

## MENTAL HEALTH THERAPIST/CASE MANAGER

### Job Announcement

Community mental health and addiction services non-profit looking for a Mental Health Therapist who is a Licensed MA/MSW or license pending, to provide individual, group, and couple's therapy to LGBT clients. Full-time Monday-Friday. Salary DOE. Generous benefits: sick/vacation/holiday leave, medical and dental plan. Send COVER LETTER and RESUME to [hirings@seattlecounseling.org](mailto:hirings@seattlecounseling.org). We are sometimes actively hiring for open positions, but are otherwise soliciting applications for future vacancies. Please feel free to inquire as to which category your application falls into. No calls please.

### QUALIFICATIONS

- Master's degree in an appropriate clinical orientation from a recognized, accredited institution.
- Registration or certification with the State of Washington as a Mental Health Counselor.
- Willingness and or experience working effectively within teams.
- Demonstrated experience with advocacy, case management, crisis intervention, individual, couple and group therapies.
- Demonstrated knowledge of sexual minority, cross-cultural and mental health concerns plus familiarity with chemical dependency and co-occurring disorders.
- Ability to complete assigned tasks, accept responsibility and meet all WAC and funding requirements for appropriate client treatment.

### RESPONSIBILITIES

#### Agency

- Assist with and support new or evolving procedures and expectations.
- Take initiative to meet changing needs.
- Support the agency and its mission, and the population we serve.
- Participation in program development.
- Participate in quality improvement and assurance efforts as appropriate.
- Contribute to maintenance of fiscal and clinical soundness of program.
- Participate in weekly group supervision meetings

#### Clinical

- Deliver therapeutic services across a range of treatment modalities, levels of intensity and duration of services based on client needs and resources.
- Provide coordination and/or referral (in-house and out of facility) as appropriate to client's care.
- Document all client contact according to agency policy, by stated appropriate deadlines.
- Complete all clinical assessments / reviews according to policy and schedule.
- Maintain required case-load and direct service productivity as stipulated in agency policy.
- Complete evaluations, referrals and / or other required documentation for DSHS clients in an efficient manner.
- Obtain appropriate clinical supervision which includes weekly group mental health staff supervision, one hour per month of individual supervision with deputy director.

**1216 Pine St, Suite 300, Seattle, WA 98101**

**main 206-323-1768 fax 206-323-2184**

**web [www.seattlecounseling.org](http://www.seattlecounseling.org)**

**email [info@seattlecounseling.org](mailto:info@seattlecounseling.org)**



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- Participate in weekly clinical meeting by both presenting clients as well as providing ideas/suggestions to fellow presenters.
- Provide screening / assessment of client needs and most appropriate funding source when appropriate.
- Seek clinical consultation as needed to ensure quality of care.
- Notify appropriate personnel (supervisor, psychiatric staff, team leads) of routine and emergent client information.
- Participate in case consultations.
- Remain current on client fees, balances and status of billings, including all contractual billing information required, and PHP authorization requirements as appropriate.
- Obtain minority consultations as necessary and in the appropriate time frame.
- Provide trainings or consultations as needed regarding minority mental health issues, if certified as Special Population Consultant.
- Provide individual supervision and guidance to intern therapists according to stated internship requirements and agency policies.

## **Individual**

- Be organized and effectively use time, as determined in supervision.
- Pursue ongoing training in clinical issues, as appropriate to training goals determined with supervisor.
- Comply with all agency, WAC and funding policies and procedures.
- Demonstrate cooperation and professionalism with clients, co-workers and contacts at other agencies.
- Meet attendance standards.
- Demonstrate self-control and confidence in stressful situations.
- Listen effectively.
- Remain open and receptive to constructive feedback.
- Keep others informed of relevant matters.
- Participate in monthly trauma informed group meetings.

Seattle Counseling Service ([www.seattlecounseling.org](http://www.seattlecounseling.org)) is a community resource that advocates, educates and serves to advance the social well-being and mental health of the Lesbian, Gay, Bisexual and Transgender (LGBT) community.

Seattle Counseling Service is an equal opportunity employer committed to a diverse, multicultural work environment. People of color, people with disabilities, and people of diverse sexual orientations, gender expressions and identities are encouraged to apply.

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