



## **Job Description**

**Position:** **Unlicensed Child and Family Therapist**

**Pay:** **\$66 per visit // \$33/hour for approved training time**

**FTE:** **Minimum of 15 billable hours per week**

### **Highlights of our benefits pkg include:**

- PTO - prorated based on FTE equivalent worked
- Health Insurance – eligibility based on FTE equivalent worked
- EAP
- Paid training time and training budget for CEs annually
- Old Mill Center is a participating site in Rural Health's loan repayment programs
- Clinical Supervision towards licensure 1-3 hrs/month based on caseload
- Board registration fees covered annually
- Furnished office space and supplies
- Waiting Room and front desk support for clients
- EHR system, billing, and insurance credentialing set up provided
- Flexible hours
- Relocation Assistance
- Hiring Bonus
- Retention Bonus

**Vision:** A community that works collaboratively to ensure that all children and families have access to early education, behavioral and mental health services to improve their well-being.

**Mission:** Old Mill Center for Children and Families is a community-based, family-oriented center empowering children and families of diverse backgrounds to optimize their potential through specially designed education and therapy programs.

**Position Summary:** The Unlicensed Child and Family Therapist provides mental health services to children ages 3 to 18 years old and their families. Responsibilities include conducting mental health assessments and providing individual, family and group therapy, case management, care coordination, skills training, psychoeducation, referrals, and community consultation in home, school, community, and office settings. The UCFT also develops and maintains timely clinical

documentation, including but not limited to assessments, treatment plans, progress notes, and transfer and termination summaries.

**Job Duties Include:**

Provide evidence-based and best practice therapeutic interventions  
Maintain the expected range of billable time per week for productivity  
Work as an integral part of the therapeutic team  
Maintain thorough and timely clinical documentation  
Attend treatment team meetings, and engage regularly in individual and group supervision  
Abide by professional work ethics and standards  
Know and comply with OARS, ISSR's, and all contractual and regulatory clinical requirements.

**Qualifications and Experience:**

*Education:* Masters' Degree in Counseling, Psychology, or another related field, which in combination with experience, qualifies the candidate to be a Qualified Mental Health Professional as defined in Oregon Administrative Rules.

*Experience and Abilities:* Two years of experience working with children and families in a clinical or related setting, clinical internship and volunteer work is applicable and can be combined to meet the experience expectations. Experience working with young children and their families required. Strong computer skills and the ability to document services in an Electronic Health Record required. Able to pass required background checks.

*Licensure:* Must be eligible for registration as an intern (Associate) with the respective board within 3 months of hire, working towards licensure for a Licensed Professional Counselor, Licensed Clinical Social Work and/or a Marriage and Family therapist (LMFT).

**Responsible to Whom:** The Unlicensed Child and Family Therapist is responsible to the Program Manager, Outpatient Services.