



Old Mill Center
for Children & Families

Position: Unlicensed Child and Family Therapist

FTE: Full Time

Pay Range DOE: \$26-\$31/per hour

Masters Degree Required

Position Summary: The Unlicensed Child and Family Therapist (UCFT) provides mental health services to children ages 3 to 18 years old and their families.

Qualifications and Experience:

1. 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.

2. 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.

3. Licensure:

It is desirable that the incumbent is eligible for registration as an intern (Associate) with the respective board working towards licensure for a Licensed Professional Counselor, Licensed Clinical Social Work and/or a Marriage and Family therapist (LMFT).

Responsibilities include

- Conducting mental health assessments
- Providing individual, family and group therapy
- Case management and care coordination
- Skills training
- Psychoeducation



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- Referrals
- Community consultation in home, school, community, and office settings.
- Develops and maintains timely clinical documentation, including but not limited to assessments, treatment plans, progress notes, and transfer and termination summaries.
- 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
- Know and comply with OARS, ISSR's, and all contractual and regulatory clinical requirements.

Highlights of our benefits pkg include:

- PTO accrual starting at 1 ½ days/month for full-time employees
- 10 Paid Holidays
- 2 Floating Holidays
- Health Insurance - generous subsidy per month for employee coverage
- Dental & Vision insurance
- EAP (Employee Assistance Program)
- Generous Education and Training opportunities
- Clinical Supervision towards licensure 1-3 hrs./month based on caseload
- Waiting Room and front desk support for clients
- EHR system, billing, and insurance credentialing set up provided

To apply: Please submit a resume and cover letter expressing why you would like to work for Old Mill Center.