



LICENSED CLINICAL MENTAL HEALTH COUNSELOR

Provides direct treatment services to program residents, their families, and groups to promote optimum mental and emotional health. Mental Health Counselor reports to the Executive Director (ED).

The Licensed Clinical Mental Health Counselor is responsible for (but not limited to):

- Providing diagnostic assessments, individual counseling and group counseling to residents assigned to caseload. This includes but is not limited to teaching life skills or strategies to clients &/or their families.
- Directing training groups and seminars as needed, providing evaluations &/or participating in a program of professional development (including both external and facility required number of internal in-service programs and events) toward the maintenance of professional credentials.
- Functioning as a liaison with other community-based agencies to ensure continuity of treatment (referrals) and psychoeducation to the public and/or professional community as opportunity presents.
- Completing all clinical documentation within established time frame of 1-5 business days. Ensuring confidentiality is protected according to all federal guidelines within HIPAA.
- Providing supportive, crisis intervention services as deemed necessary.
- Coordinating or directing employee workshops, courses, or training about mental health issues.

Standard Duties:

- Participating in administrative and case staffing meetings, while contributing to teamwork within the organization.
- Following all ethical guidelines as listed in 36-19 Code of Ethics for Professional Counselors.
- Reporting suspected child abuse and neglect to the Out of Home Abuse and Neglect Unit of SCDSS or to a law enforcement agency in the county where the child resides or is found.

Requirements

Perform each essential duty & requirement needed. Position requires mental alertness, attention to detail, and accuracy. Employees must be able to follow oral and written instructions and follow-through on all assignments. Must hold a master's degree in social work or counseling & be of LPC or LISW-CP level of licensure or higher at the point of application.

Equal Opportunity Employment Policy

It is the policy of Trent Hill Center for Children and Families to provide equal employment opportunities to all individuals. All employment decisions will be made without regard to gender, age, color, race, creed, physical handicap, national origin, sexual orientation, gender 25 identity, religion, or any other protected characteristic as outlined by federal, state, or local laws.

Trent Hill Center's non-discrimination policy applies to all employment practices, including recruitment, hiring, promotion, termination, transfers, compensation, benefits, and working conditions.