



# Job Description | Part-Time Adult/Child Clinician

**Position Title:** Adult / Child Therapist  
**Supervisor:** Clinical Director  
**FLSA Status:** Exempt

**Employment Status:** Part-time  
**Salary Range:** Market Rate

Part-time clinician is responsible for providing individual and group therapy to survivors of sexual and domestic violence in our out-patient setting.

### Minimum Qualifications:

- Master’s degree in social work or professional counseling and Maryland State licensure (LCPC or LCSW-C preferred)
- Native or near-native fluency in Korean, French, Mandarin, Urdu or Spanish (strongly preferred)
- Previous family violence or sexual assault experience (preferred)
- Experience working with adults and children (preferred)
- Excellent oral and written communication skills
- Passionate about the mission and philosophy of the DVC
- Team oriented and believes in a strengths-based approach to services
- Availability to work at least two evenings per week to meet client needs
- Proficiency in Microsoft Office (Word, Excel, Outlook, PowerPoint) and other computer software

### Essential Duties and Responsibilities:

#### CLIENT CARE

- Provide individual and group therapy to a caseload of 12-15 clients
- Complete intake assessments, treatment plans, case notes and outcome measurements
- Collaborate with other departments and outside agencies for continuity of care

#### PROGRAM MANAGEMENT SUPPORT

- Accurately complete client paperwork and compile reports as needed
- Document and communicate all pertinent information/issues to the Clinical Director
- Attend weekly supervision meetings with Clinical Director
- Attend clinical and agency staff meetings
- Maintain clinical license in good standing
- Prioritize the use of best and evidence based practices
- Research programming trends and current practices being used in the field
- Other duties as assigned

### Competencies:

To perform the job successfully, an individual should demonstrate the following competencies to perform the essential functions of this position.

<b>Communication: Oral and Written</b>	Effectively transfers thoughts and expresses ideas orally or verbally in individual or group situations. Speaks comfortably with a diverse array of individuals and groups.
<b>Problem Solving</b>	Identifies and resolves problems in a timely manner as well as skillfully gathers and analyzes information.
<b>Judgment</b>	Displays willingness to make decisions; exhibits sound and accurate judgment; and makes timely decisions.



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<b>Collaboration and Teamwork</b>	Supports a positive team environment in which members participate, respect and cooperate with each other to achieve desired results.
<b>Crisis Management</b>	Appropriately handles crisis intervention. Effectively assesses a crisis, including risk of harm to self and/or others.
<b>Planning and Organization</b>	Prioritizes and plans work activities; uses time efficiently; and develops realistic action plans.
<b>Professionalism</b>	Thinks carefully about the likely effects on others of one's words, actions, appearance, and mode of behavior. Selects the words or actions most likely to have the desired effect on the individual or group in question.
<b>Diversity</b>	Supports and promotes an environment that appreciates and holds opportunities for all, regardless of race, religion, culture, sex, gender identity or expression, sexual orientation, physical or mental ability, health status, age or other diversity factors.
<b>Safety and Security</b>	Observe safety and security procedures, and uses equipment and materials properly.
<b>Physical Demands</b>	The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to stand, sit, walk, speak, communicate and hear. The employee is occasionally required to use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee may occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus.

Note: This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities.

To perform this job successfully, the incumbent will possess the skills aptitudes and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills or abilities.

This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

**Apply:** Applicants must submit a letter of interest and complete resume to:

Amy Bogdon-Abrams, LCSW-C  
 Clinical Director  
 Domestic Violence Center of Howard County  
 5457 Twin Knolls Road, Suite 310  
 Columbia, MD 21045  
 E-mail: aabrams@dvcenter.org  
 Fax: 410-997-1397  
**NO phone calls**