

Tierra Nueva Counseling Center, LLC
Full-Time Mental Health Professional
and IOP Group Facilitator

JOB DESCRIPTION

REPORTS TO: Clinical Director of TNCC

TYPE OF POSITION: 40 hours a week

WORK SCHEDULE: Required Mondays, Wednesdays, and Fridays evenings to facilitate IOP group.

DUTIES AND RESPONSIBILITIES

- Follow guidelines and protocols as described in the TNCC Policy & Procedure Manual and Staff Handbook
- Facilitate nine (9) hours for Matrix Model IOP curriculum on Mondays, Wednesdays, and Fridays.
- Conduct biopsychosocial and diagnostic assessments, treatment plans, and other necessary documentation in a timely, thorough, and professional manner that meets the standard of care
- Provide individual, family, group and/or couples therapy to assigned clients (8-10 clients in addition to IOP group).
- Assess client progress, coordinate care with other providers when appropriate, and make community referrals as needed.
- Record and maintain adequate electronic health records in a timely manner
- Use only assigned SWC email account and assigned soft phones for all work-related duties.
- Attend weekly individual/group supervision with clinical director
- Attends staff meetings for professional development, training, and continuous quality improvement and policy review

QUALIFICATIONS:

- Masters in counseling, Art Therapy, Social Work or the equivalent
- Must have LMHC, LMSW in the State of New Mexico (non-independently licensed) or the equivalent
- Must have knowledge and experience with adults, couples, children, and families.
- Bilingual (English Spanish) preferred
- Must hold and maintain individual professional liability insurance with minimum limits of \$1 million/\$3 million.
- Training in both Evidence Based Programs (EBP—EMDR, MI, Seeking Safety, Brain spotting, DBT) and Substance Use Treatment (training for Matrix will be paid for by TNCC)
- Strong interpersonal skills and ability to work as part of a team.
- Ability to work with culturally diverse students, staff, and clients
- Proficient with case documentation and electronic health record-keeping
- Positive and compassionate attitude
- Complete a criminal record / fingerprint check
- Must be proficient in telehealth and EHR